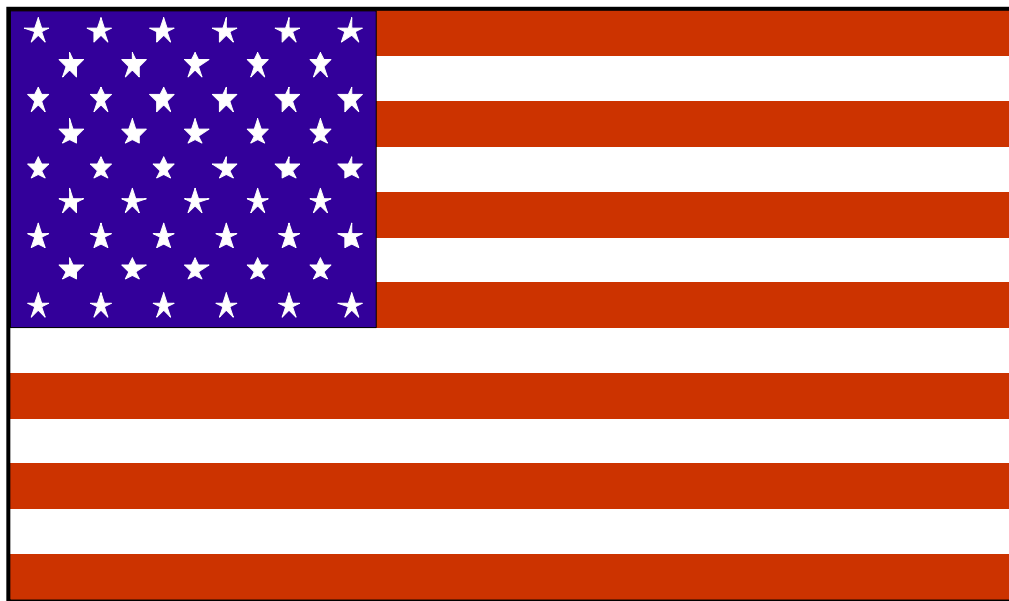




# **Federal Voting Assistance Program Voting Assistance Officer Workshop**





**In 2006 - Election of:**

**33 U.S. Senators**



**435 U.S. Representatives**

**37 State Governors &**





**Director, FVAP Administers the:**

**Uniformed and  
Overseas Citizens  
Absentee Voting Act  
(UOCAVA)**

**42 USC § 1973ff**



# **UOCAVA**

## **& Executive Order 12642 of June 8, 1988**

**PRESIDENT**



**SECRETARY OF DEFENSE**



**DIRECTOR, FEDERAL VOTING  
ASSISTANCE PROGRAM**



# **Your Voting Assistance Mission is to:**

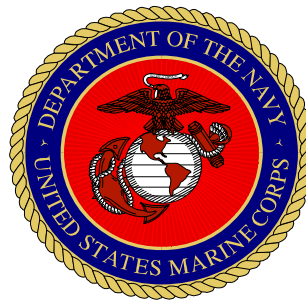
- 1. Inform and Educate U.S. Citizens of the Right to Vote**
- 2. Foster Voting Participation**
- 3. Protect the Integrity of, and Enhance, the Electoral Process**



# UOCAVA Covers:



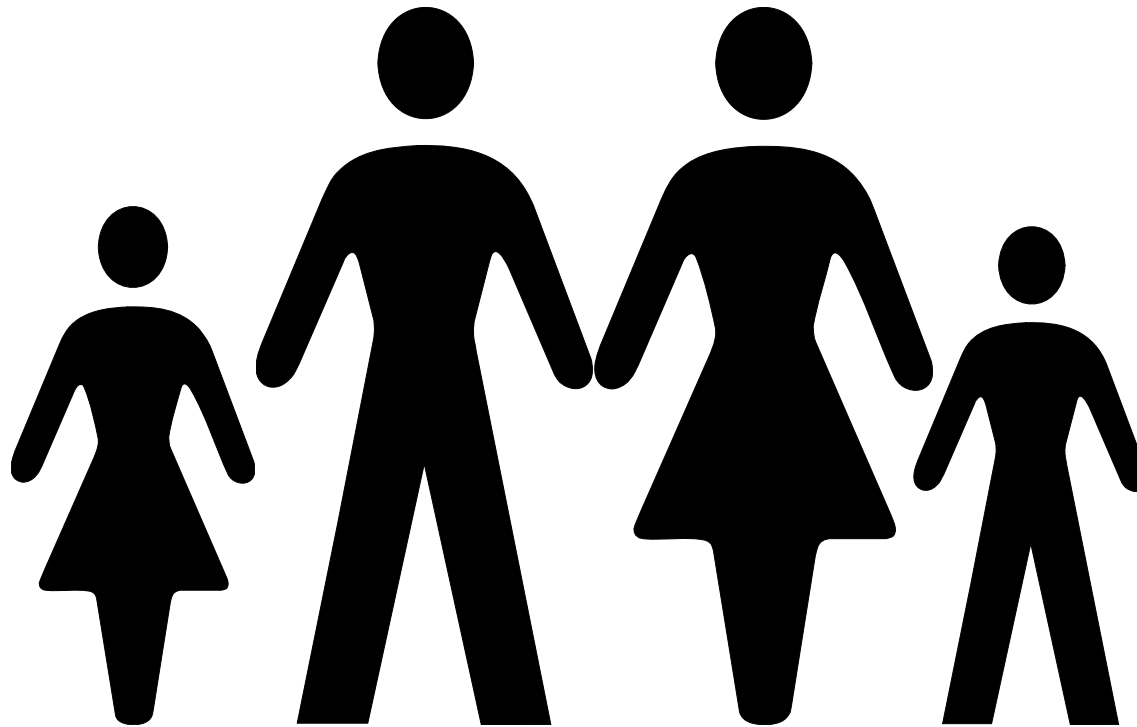
## Members of the U.S. Uniformed Services and U.S. Merchant Marine





# UOCAVA Covers:

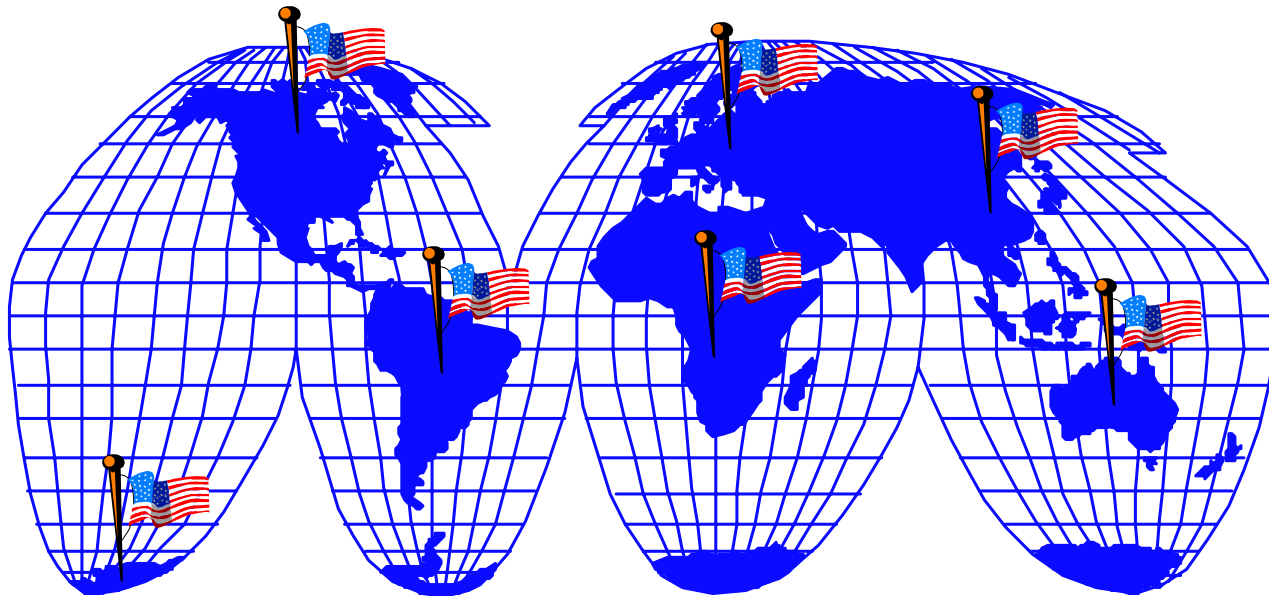
**Family Members of all the Above**





# UOCAVA Covers:

## U.S. Citizens Residing Outside the U.S.







# **UOCAVA Covers:**

## **More than Six Million Potential Voters!**

- 3.7 Million Overseas Civilians**
- 1.4 Million Military**
- 1.3 Million Military Dependents of Voting Age**
- .1 Million Federal Civilian Employees Overseas**



# Voting Participation



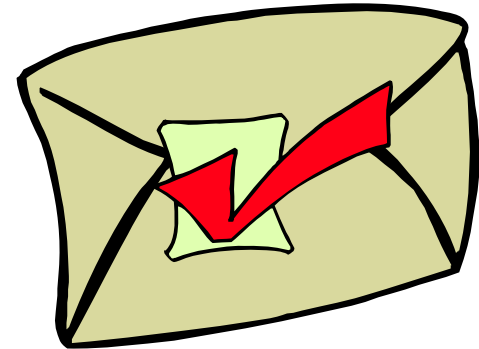
## Overseas Civilian Participation

1992 – 31%

1996 – 37%

2000 – 37%

2004 – 58%



## Federally Employed Overseas Civilians

1992 – 79%

1996 – 68%

2000 – 65%

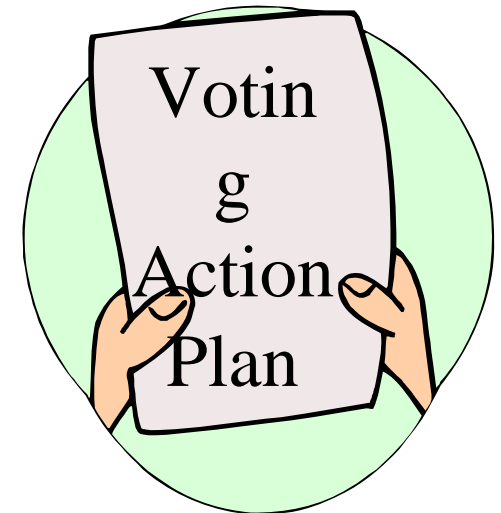
2004 – 80%



# 2006-07 Voting Action Plan



- Department of Defense Plan details responsibilities, timelines and resources for Executive Branch agencies and internal DoD
- Get a copy from the State Department or organization Voting Action Officer





# **Voter Events**

**Overseas Citizens Voters Week  
July 2-8, 2006**

**Armed Forces Voters Week  
September 3-9, 2006**

**Absentee Voting Week  
October 8-14, 2006**



# Best Practices & Lessons Learned



Any to  
share now?



<http://www.fvap.gov/vao/bestpractices.html>



# What's Available



- **2006-2007 Voting Assistance Guide**
- **FVAP Forms and Publications**
  - **FPCA and FWAB Forms**
  - *Voting Information News*
  - **News Releases**
  - *How to Do It Brochure*
  - **Election Dates and Motivational Posters**
- **Internet**
  - **FVAP Website**
  - **State and Local Election Official Websites**
  - **Local Newspapers**
  - **Political Organizations**
- **Other Available Assistance**
  - **State Department Voting Action Officers/Embassy or Consulate Voting Assistance Officers/Wardens**
  - **FVAP Ombudsman Service**
  - **Voting Information Center**



# What's Available

## www.fvap.gov



### [I Want To Vote!](#)

[Ten Things to Help Ensure your Absentee Vote is Counted](#)

#### [Publications and Forms](#)

Please remember to read your state's instructions before completing the Federal Post Card Application!

- [State by State Instructions](#)
- [On-line Registration and Absentee Ballot Request Form](#)
- [On-Line Federal Write-In Absentee Ballot](#)

[Voting Assistance Information](#)

[Local Election Official Information](#)

[Military Recruiter Information](#)

[What is my County?](#)

[Frequently Asked Questions](#)

[Communicating with Your Elected Official](#)

[Laws and Guidelines](#)

[Recommended Best Practices](#)

[About Us!](#)

[Contact Us!](#)

[Comments?](#)

[Site Index](#)

This web site provides information to US citizens covered by the [Uniformed and Overseas Citizens Absentee Voting Act \(UOCAVA\)](#).

If you are not a [UOCAVA](#) citizen, and wish to vote absentee as a regular state voter, please [click here for links to State Election Sites](#). If you wish to vote in person, please contact your local county election official (listed in the Government Pages of the telephone book).

If you have questions about the Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA) process, please check out our [Frequently Asked Questions](#).

**Election Results:** Check your [State Election Site](#).

### ***FVAP NEWS***

[California To Hold a Special Primary Election on October 4, 2005 for Representative in Congress from the 48th District](#)

**Local Election Officials:** check out the new ballot return envelope design samples with the Standard Oath at [www.fvap.gov/leo/postal.html](http://www.fvap.gov/leo/postal.html).

[News Releases](#)

[Voting Information Newsletters](#)

### **FVAP SERVICES**

- [Ombudsman](#)
  - [Toll-Free Telephone Numbers to FVAP](#)
- [Electronic Transmission \(Faxing\)](#)
- [Voting Information Center](#)
- [Get-Out-The-Vote Campaign](#)
- [Slogan Contest](#)
- [Armed Forces Voter Week](#)
- [Voting Assistance Workshops and e-Learning](#)
- [Legislative Initiatives](#)
- [e-Voting Initiatives](#)

### **LINKS**

- [The U.S. Senate](#)
- [The US House of Representatives](#)
- [Other Federal Sites](#)
- [State Election Sites](#)
- [State Legislatures](#)
- [Overseas Citizen Groups](#)
- [Election Organizations](#)
- [Political Organizations](#)
- [Miscellaneous Election-related Organizations](#)

### **SERVICE VOTING WEB SITES**

- [U.S. Army](#)
- [U.S. Navy](#)
- [U. S. Air Force](#)
- [U.S. Marine Corps](#)
- [U.S. Coast Guard](#)

[DefenseLink](#) - United States Department of Defense



[America Supports You - Our Military Men and Women](#)



[FirstGov](#)--The U.S. Government Web Portal





# What's Available



## Voting News Releases & Voting Information News

Voting News Release #7A  
July 16, 2004

### SPECIAL DETAILS FOR ACCELERATED RETURN OF BALLOTS FOR GEORGIA PRIMARY ELECTION ON JULY 20, 2004

As noted in News Release #7, dated July 15, 2004, because of a delay in the processing of absentee ballots under the *Citizens Absentee Voting Act (UOCAVA)* citizens from Georgia for the District Court for the Northern District of Georgia has ordered the State to accept faxed delivery of overseas ballots. The State's application for an absentee ballot was received on or before June 21, 2004, and received by 5:00 p.m. on Tuesday, July 20, 2004.


Additionally, the Court has ordered Georgia to pay for the overnight delivery of the ballots.

To do this, Georgia overseas voters should return their absentee ballots to the State by faxing them to the State's fax number (404) 656-2871. The State has arranged with both United Parcel Service (UPS) and FEDEX account numbers by calling the Federal Voting Assistance Program (Military) or toll-free from 64 countries listed at the following web address: <http://www.fvap.gov> (404) 656-2871. Information is also available at [www.fvap.gov](http://www.fvap.gov).

The Court has ordered Georgia to accept faxed delivery of overseas ballots. All faxed ballots must be received by county election officials by 5:00 p.m. on Tuesday, July 20, 2004.

Citizens should be aware that by faxing the ballot they are waiving their right to a secret ballot. A citizen returning the ballot by fax will be included in the faxed ballot materials. A citizen returning the ballot by mail will be included in the mailed ballot materials. A citizen returning the ballot by mail and a cover sheet (which includes a secrecy waiver) for use when transmitting the ballot including any oath or signature required on the ballot-mailing their voted ballots to the Georgia Secretary of State's Office at (404) 656-2871. Information is also available at [www.fvap.gov](http://www.fvap.gov).

As another reminder, overseas voters who have not received their state ballots should contact the Federal Voting Assistance Program (FVAP) at (404) 656-2871.



## Voting Information News

July 2004 Vol. 14, No. 7

**A roundup of voting news from the Federal Voting Assistance Program (FVAP)  
For voters, potential voters and those who assist voters.**

### VAO - Key To Voter Understanding Absentee Voting

The FVAP provides U.S. citizens worldwide a broad range of non-partisan information and assistance to facilitate their participation in the democratic process - regardless of where they work or live. Critical to the success of these programs are the thousands of Uniformed Services Voting Assistance Officers (VAOs) and hundreds of U.S. Embassy and Consulate VAOs located around the globe. These individuals, in military or civilian life, are responsible for providing accurate, non-partisan voting information and assistance to those citizens attempting to exercise their Constitutional right to vote. In fact, the knowledge and effectiveness of a VAO, combined with a thoroughly implemented voting assistance plan, may very well determine whether a person will, or will not understand the procedures for absentee voting. The VAO is responsible for ensuring that the voter has a thorough understanding of the election process, the resources available to them, knowledge of the voting materials used, as well as the proper way of completing the Federal standard forms.

U.S. Embassy/Consulate VAOs are responsible for reaching out to U.S. citizens abroad. Examples of these are: Department of State personnel, military members in the compounds, Federal employees, U.S. organizations and businesses, and retired personnel.

U.S. Uniformed Service VAOs are responsible for reaching out to all unit members including eligible dependents. Uniformed Service VAOs stationed overseas may also provide assistance to Federal employees. Although VAOs stationed overseas are responsible for

**Issue Highlights:**

VAO - Key to Understanding Absentee Voting 1

Helpful Hints For Voters 2

**Voting Assistance Officers**

**"To Do" This Month:**

Read this issue thoroughly, incorporate these items in your voting assistance program, and distribute to all members in your organization.

Keep your email address current (and mailing address if applicable) to ensure uninterrupted delivery of this newsletter and

Request via email: [vote@fvap.ncr.gov](mailto:vote@fvap.ncr.gov)

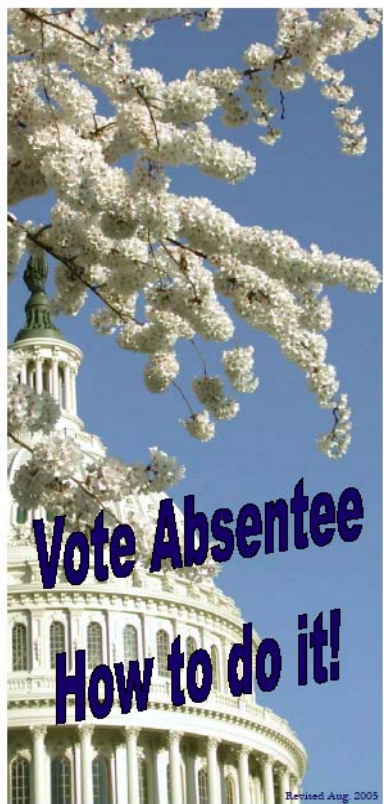




# What's Available

## Frequently Asked Questions About UOCAVA Absentee Voting

Available as brochure  
and 8 ½ by 11



**Vote Absentee  
How to do it!**

Revised Aug. 2005



**It's Your Future.  
VOTE For It!**



### How To Do It - Absentee Voting Frequently Asked Questions

#### INTRODUCTION

The Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA) covers the voting rights of members of the Uniformed Services (on active duty), members of the Merchant Marine, and their family members, and U.S. citizens residing outside the U.S. The Federal Voting Assistance Program (FVAP) carries out the responsibilities of this Act by providing guidance about participating in the democratic process to these citizens, regardless of their location in the world. This brochure and questions to vote absentee vary from state to state. This abbreviated form of the How To Do It brochure answers frequently asked questions concerning absentee voting. Voting Assistance Officers (VAOs) are encouraged to print, enter contact information, and distribute this text with the Federal Post Card Application (FPCA) Standard Form 76.

#### GENERAL INFORMATION

Can I vote absentee? Generally, all U.S. citizens 18 years or older who are or will be residing outside the United States during an election period are eligible to vote absentee in any election for Federal office, an election, at members of the Uniformed Services, their family members and members of the Merchant Marine and their family members who are U.S. citizens, may vote absentee in Federal, state and local elections.

How do I apply for an absentee ballot? Use the Federal Post Card Application (FPCA). The FPCA is accepted by all states and territories as an application for registration and for absentee ballot. It is postage-free when placed in the U.S. mail. You may also send a written request for a ballot to your county, city, town or parish clerk. The online version of the FPCA (OPFCA) is available at the FVAP website, [www.fvap.gov](http://www.fvap.gov), but must be completed, printed, signed, dated and placed in an envelope affixed with proper postage, and mailed to your Local Election Official. All States and Territories accept American Service and Guard except the FPCA.

I would like to vote but don't know how. Where can I find assistance? Specific information on applying for absentee registration and a ballot is contained in the [www.fvap.gov](http://www.fvap.gov). VAOs assigned to units at military installations and at U.S. embassies or consulates have a copy of the FPCA to assist you in completing your FPCA. U.S. citizens, especially overseas and many consular officers of U.S. consulates also have copies of the FPCA. To assist you, members of the Uniformed Services and U.S. embassies and consulates generally require full copies of the FPCA. Through the normal distribution channels or by contacting their Service or Department of State Voting Action Officer, other overseas citizens may request these materials by contacting the FVAP directly at [fvap@fvap.gov](mailto:fvap@fvap.gov). You will also find PDF versions of the FPCA, as well as other voting related information and links on the FVAP website, [www.fvap.gov](http://www.fvap.gov).

Do I have to be registered to vote absentee? Registration requirements vary from state to state. States and territories allow the citizen to register and request an absentee ballot by submitting a single FPCA during the election year. If you are permanently registered you should submit an FPCA early in the election year. Consult Chapter 3 of the FPCA for specifics.

Where do I send my FPCA? Chapter 3 of the FPCA outlines absentee voting procedures for each state and territory. In section for under the heading of "Where to Send It" you will find a list of addresses for county and local election officials for your state or territory of legal voting residence. These officials may need to contact you for further information, please provide a current email address, phone and fax number on the FPCA.

When I submit a separate application for each election? In all states and territories, one FPCA will account for the applicant both primary and general election ballots for Federal offices for an entire calendar year. The Help America Vote Act of October 2002 has extended the effective period of the FPCA through two regular scheduled general elections in each office. However, due to the current status of many UOCAVA citizens, FVAP continues to recommend that each citizen submit an FPCA at their state of legal residence in January of each year and again each time there is a change in the citizen's mailing address.

If I am required to have my FPCA or ballot notarized, how do I do it? Generally, election materials may be witnessed or sworn to before a notary, U.S. Commissioner, Officer, notary or consular officer, or other officials authorized to administer oaths. Most states and territories do not require notarization of the FPCA or ballot. Therefore, consult Chapter 3 of the FPCA to determine your state or territory's requirements. In all instances you must sign and date the FPCA.

When mailing an FPCA or other election materials to my state or territory, do I have to pay postage? Generally, all election-related materials are mailed postage-free from any APO or FPO mail facility, all U.S. embassies and consulates and any post office in the U.S. You must pay postage if the materials are mailed from a non-U.S. postal facility. The online version of the FPCA must be printed out, signed, dated and mailed in an envelope with proper postage affixed. Ensure that your ballot or FPCA is postmarked.

When is the best time to apply for an absentee ballot? Generally, the FPCA used to request only a ballot should be received by election officials at least five days before election day to allow enough time to process the request and mail the ballot. Applying for both registration and an absentee ballot, the FPCA, may have to be mailed earlier. FVAP recommends submitting the FPCA in January of each year. Consult Chapter 3 of the FPCA for further information on state or territorial registration deadlines. Be sure to notify your election official of any change to your address.

When should I receive my ballot? Under normal circumstances, most states and territories begin mailing ballots to citizens 30-45 days before an election. If you have not received your ballot two weeks before the election, contact the FVAP's Overseas Service. They will assist you in determining when your ballot was mailed. Always enclose and return your absentee ballot regardless of when you receive it. Court decisions sometimes require the counting of ballots voted by election day, but received late. See the Overseas Service and Federal Office to Absentee Ballot sections below.

What is an election for Federal office? An election for Federal office is any general, special, runoff or primary election held solely or in part for the purpose of selecting, nominating, or electing any candidate for the office of President, Vice President, Presidential elector, Member of the United States Senate, Member of the United States House of Representatives, Delegate from the District of Columbia, Guam, Virgin Islands, and American Samoa, and Resident Commissioner of the Commonwealth of Puerto Rico.

What is the Federal Write-In Absentee Ballot (FWAB) for overseas citizens? Military personnel and their voting age dependents (all in the United States and overseas), and U.S. citizens overseas may be able to use a Federal Write-In Absentee Ballot (FWAB) instead of having VAOs at military installations or at U.S. embassies/consulates. To be eligible for this ballot, a citizen must:

1. be located overseas (including APO/FPO addresses), or member of the Uniformed Services (including active dependents) abroad from their voting residence;
2. apply for a regular ballot early enough so that the request is received by the local election official at least 30 days before the election or by state deadline, whichever is later;
3. not have received the requested regular absentee ballot.

The on-line version of the FWAB (OPFWAB) is available at the FVAP website, [www.fvap.gov](http://www.fvap.gov), but must be answered completely, printed, signed, dated and placed in an envelope affixed with proper postage, and mailed to your local election official. Refer to Chapter 3 of the FPCA to determine your state or territory's witness or notary requirements for voted ballots.

Revised August 2005



# What's Available

## 2006 Election Dates Poster

Appendix C of the *Guide*  
for State Primaries By Month

**Vote Vote Vote**

# Election Dates

This chart lists the 2006 State primary election dates in all the States, Territories, and the District of Columbia; primary runoff dates (if applicable); states with U.S. Senate and Governor races; and the number of U.S. Representative seats up for reelection.  
**The General Election is Tuesday, November 7, 2006**

State	State Primary	State Runoff Primary (if necessary)	GENERAL ELECTION		
			U.S. Senate	U.S. Representative	Governor
Alabama	June 6	June 27	No	7	Yes
Alaska	August 22	---	No	1	Yes
American Samoa	---	November 21	Yes	1 Delegate	No
Arizona	September 12	---	No	9	Yes
Arkansas	May 23	June 13	No	4	Yes
California	June 6	---	Yes	53	Yes
Colorado	August 8	---	No	7	Yes
Connecticut	---	August 8	Yes	5	Yes
Delaware	September 12	---	Yes	1	No
District of Columbia	September 12	---	Yes	1 Delegate	Mayor
Florida	September 5	---	Yes	20	Yes
Georgia	July 18	August 8	No	13	Yes
Guam	September 2	November 7	Yes	1 Delegate	Yes
Hawaii	September 23	---	No	2	Yes
Idaho	March 21	---	No	19	Yes
Illinois	May 2	---	Yes	9	No
Iowa	---	June 6	No	5	Yes
Kansas	August 1	---	No	4	Yes
Kentucky	May 10	---	No	6	No
Louisiana	November 7	December 9	No	7	No
Maine	June 13	---	Yes	2	Yes
Maryland	September 12	---	Yes	8	Yes
Massachusetts	September 19	---	Yes	10	Yes
Michigan	August 8	---	Yes	15	Yes
Minnesota	September 12	---	Yes	8	Yes
Mississippi	June 6	June 27	Yes	4	No
Missouri	August 8	---	Yes	9	No
Montana	June 6	---	Yes	1	No
Nebraska	May 9	---	Yes	3	Yes
Nevada	August 15	---	Yes	3	Yes
New Hampshire	September 12	---	No	2	Yes
New Jersey	June 6	---	Yes	13	No
New Mexico	June 6	---	Yes	3	Yes
New York	September 12	---	Yes	29	Yes
North Carolina	May 2	May 30	No	13	No
North Dakota	June 13	---	Yes	1	No
Ohio	May 2	---	Yes	10	Yes
Oklahoma	July 25	August 22	No	5	Yes
Oregon	May 10	---	No	5	Yes
Pennsylvania	May 10	---	Yes	10	Yes
Puerto Rico	September 12	---	---	---	No
Rhode Island	June 13	June 27	Yes	2	Yes
South Carolina	June 6	June 20	No	6	Yes
South Dakota	June 6	June 20	No	1	Yes
Tennessee	August 3	---	Yes	9	Yes
Texas	March 7	April 11	Yes	30	Yes
Utah	June 27	---	Yes	3	No
Vermont	September 12	---	Yes	1	Yes
Virginia	June 13	---	No	11	No
Virgin Islands	September 11	September 25	---	1 Delegate	Yes
Washington	September 19	---	Yes	9	No
West Virginia	May 9	---	Yes	3	No
Wisconsin	September 12	---	Yes	8	Yes
Wyoming	August 22	---	Yes	1	Yes

This election information is current as of August 2005. Contact your Voting Assistance Officer or check the Federal Voting Assistance Program (FVAP) website at [www.fvap.gov](http://www.fvap.gov) for updates.

**Your Local Voting Assistance Officer Is:**

Name \_\_\_\_\_  
Location \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Email \_\_\_\_\_

**Call the Voting Information Center for election information 24 hours a day.**

1-800-438-VOTE (8683)  
(703) 588-1584 DSN 425-1584

Visit the FVAP website for international toll-free phone and fax numbers.


### 2006 STATE PRIMARIES BY MONTH

(Current as of August 2005. Check online at [www.fvap.gov](http://www.fvap.gov) for changes/updates.)

JANUARY	JULY	DECEMBER
No Primaries Scheduled	Georgia - July 18	No Primaries Scheduled
	Oklahoma - July 25	
FEBRUARY	AUGUST	
No Primaries Scheduled	Kansas - August 1	
	Tennessee - August 3	
MARCH	Colorado - August 8	
Texas - March 7	Illinois - March 21	
Illinois - March 21	Connecticut - August 8	
APRIL	Michigan - August 8	
No Primaries Scheduled	Missouri - August 8	
	Nevada - August 15	
MAY	Alaska - August 22	
Indiana - May 2	Wyoming - August 22	
North Carolina - May 2	SEPTEMBER	
Ohio - May 2	Guam - September 2	
Nebraska - May 9	Florida - September 5	
West Virginia - May 9	Virgin Islands - September 11	
Kentucky - May 16	Arizona - September 12	
Oregon - May 16	Delaware - September 12	
Pennsylvania - May 16	District of Columbia - September 12	
Arkansas - May 23	Maryland - September 12	
Idaho - May 23	Minnesota - September 12	
JUNE	New Hampshire - September 12	
Alabama - June 6	New York - September 12	
California - June 6	Rhode Island - September 12	
Iowa - June 6	Vermont - September 12	
Massachusetts - June 6	Wisconsin - September 12	
Montana - June 6	Massachusetts - September 19	
New Jersey - June 6	Washington - September 19	
New Mexico - June 6	Hawaii - September 23	
South Dakota - June 6	OCTOBER	
Maine - June 13	No Primaries Scheduled	
North Dakota - June 13	NOVEMBER	
South Carolina - June 13	Louisiana - November 7	
Virginia - June 13	Utah - June 27	

**Responsibility Has No Borders. Vote!**

— Ray Chab, Chabon, USA, Jacksonville, Florida  
First Place 2005 Sign Contest Winner





# What's Available

## 2006 Motivational Posters



Features 2005  
Slogan Contest Winner





# What's Available

## DoD Voting Information Center

- Election Dates
- Transfer to SVAO,  
State Election Officials,  
Incumbent Members of Congress  
and State Governors







# **What's Available**

## **Ombudsman Service**

**[www.fvap.gov](http://www.fvap.gov)**

**[vote@fvap.ncr.gov](mailto:vote@fvap.ncr.gov)**

**1 - 800 - 438 - VOTE (8683)**

**DSN 425 – 1584 (Military)**

## **Toll-free Telephone Numbers from 67 Countries**

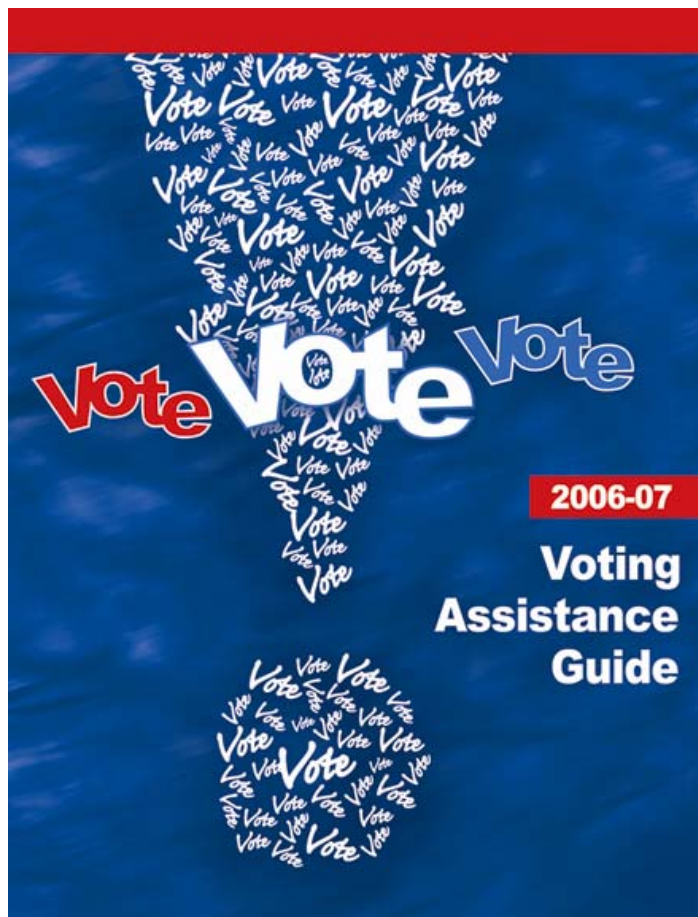
**(<http://www.fvap.gov/services/tollfree.html>)**

## **Toll-free Fax Numbers from 51 Countries**

**(<http://www.fvap.gov/services/faxing.html>)**



# Voting Assistance Guide





# Voting Assistance Guide



## Introduction / Chapter 1

### INTRODUCTION

#### Purpose and Scope

This edition of the *Voting Assistance Guide* is designed to help the following persons participate in U.S. primary and general elections during 2006 and 2007 even though they may not be able to vote in person at the polls:

- Members of the U.S. Uniformed Services, which includes the Army, Navy, Air Force, Marine Corps, Coast Guard, and the Commissioned Corps of the Public Health Service and the National Oceanic and Atmospheric Administration;
- Members of the U.S. merchant marine;
- Family members of the above;
- U.S. Citizens residing outside the U.S.

NOTE: The appearance of external internet links in this *Guide* does not constitute endorsement by the United States Federal Government, United States Department of Defense or the Federal Voting Assistance Program of the linked web sites, or the information, products or services contained therein. The Federal Voting Assistance Program does not exercise any editorial control over the information you may find at these locations.

#### Using the Guide

Voting Assistance Officers and persons who provide assistance to citizens covered under the *Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA)* should first become familiar with this *Guide*, forms and available assistance and resources by reading Chapter 1 and 2.

#### Sources of Assistance

Absentee voting information in this printed *Guide* is current through August 2005. Procedures, or primary election dates that change after publication will be updated through the Federal Voting Assistance Program's (FVAP) World Wide Web site at [www.fvap.gov](http://www.fvap.gov) as they are received. These changes are also disseminated by voting news releases or the *Voting Information News* distributed to voting assistance personnel in all Federal government departments and agencies with voting assistance programs as well as volunteer organizations of U.S. citizens overseas. The same channels are used to disseminate information about special and other elections.

In addition, the Voting Information Center (VIC) provides a 24 hour recorded service with information on current and upcoming elections, and access to the office of incumbent U.S. Senators, U.S. Representatives, State Governors and State Chief Election Officials. The VIC telephone numbers are 1-800-438-8683, (703) 558-1343 or DSN 425-1343. The VIC can also be called toll-free from overseas on any of the numbers listed on the inside back cover.

Each Military Department, the Coast Guard, and the Department of State has a Voting Action Officer to assist installation and unit Voting Assistance Officers and Embassy/Consulate Voting Assistance Officers with any questions or problems they may have concerning voting.

The information in the table below will help you contact your Service Voting Action Officer. Please visit [www.fvap.gov](http://www.fvap.gov) for updates to this information.

<b>ARMY</b> Mr. James Davis HQDA (TAPC-PDO-IP) ATTN: Army Voting Action Officer Hoffman Building #2, Room 3549 200 Slocum Street Alexandria, VA 22332-0474 (703) 325-4630 DSN 221-4630 FAX (703) 325-4632 FAX DSN 221-4632 <a href="mailto:davisj@hoffman.army.mil">davisj@hoffman.army.mil</a>	<b>NAVY</b> LT Dwight H. Isaacs Commander, Navy Installations ATTN: Voting Action Officer 5720 Integrity Drive, Bldg. 457 Millington, TN 38565-8600 1-866-U-ASK-NPC (827-5872) (select option 6 from menu) DSN 882-6836 FAX (901) 874-6825/6826 FAX DSN 882-6825 <a href="mailto:votef@navy.mil">votef@navy.mil</a>	<b>AIR FORCE</b> Mr. John Lowrance HQ AFPC/DFFOC 550 C Street, West, Suite 37 Randolph AFB, TX 78150 (210) 965-5000 1-800 616-3775 (Select options 1, then 1, then 2 from menu) DSN 665-5000 FAX (210) 965-2543 DSN FAX 665-2543 <a href="mailto:afpcdpsfvotinggmldist@randolph.af.mil">afpcdpsfvotinggmldist@randolph.af.mil</a>
<b>MARINE CORPS</b> Headquarters U.S. Marine Corps (MRP) 4 ATTN: Voting Action Officer 3280 Russel Road Quantico, VA 22134-6103 (703) 784-9513 (703) 784-9513 DSN 278-6613 FAX (703) 784-9827 FAX DSN 278-6827 <a href="http://www.marpower.usmc.mil">http://www.marpower.usmc.mil</a>	<b>COAST GUARD</b> CWO Carol McFadden U.S. Coast Guard 2100 2nd Street S.W., Room 5500 Washington, D.C. 20569-0001 (202) 267-1652 FAX (202) 267-4823 <a href="mailto:cmcfadden@comot.uscg.mil">cmcfadden@comot.uscg.mil</a>	<b>DEPARTMENT OF STATE</b> Mr. Jack Markey, Chief VAO Office of Overseas Citizens Services 2100 Pennsylvania Avenue, N.W., 4th Floor Washington, D.C. 20037 (202) 736-4937 FAX (202) 647-6201 <a href="mailto:Markeyjd@state.gov">Markeyjd@state.gov</a>  Ms. Linda Hoover, Deputy VAO (202) 647-5435 <a href="mailto:Hooverlr@state.gov">Hooverlr@state.gov</a>

### CHAPTER ONE

#### THE FEDERAL VOTING ASSISTANCE PROGRAM

#### Overview

- The *Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA)*
- Helping U.S. Citizens to Vote
- The Federal Absentee Voting Forms
- The *Voting Assistance Guide: The Principal Source for Voting Information*
- Online and Email Access to FVAP
- FVAP Also Provides
- How to Contact the FVAP

#### 1. The Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA)

The Director, Federal Voting Assistance Program (FVAP), in the Department of Defense, is responsible for administering the *Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA)* (42 USC Sec. 1973f) on behalf of the Secretary of Defense who is the Presidential designee for the Federal functions of the law.

The *UOCAVA* allows the following U.S. citizens to vote absentee:

- Members of the U.S. Uniformed Services (on active duty) and merchant marines,
- Their family members, and
- U.S. citizens residing outside the U.S.

Members of the U.S. Uniformed Services or merchant marines and their family members may vote absentee while away from their place of voting residence, wherever stationed, inside or outside the United States.

U.S. citizens residing outside the United States and its territories may vote in the state or territory where they last resided immediately prior to departing the United States, even if many years have elapsed and the citizen maintains no residence in the state or territory and the intent to return to that state or territory may not be certain.

The *UOCAVA* covers over six million potential voters worldwide.

The *UOCAVA* requires states and territories to allow the groups listed above to register and vote absentee in elections for Federal offices. In addition, many states and territories have developed their own laws allowing citizens covered by the *UOCAVA* to register and vote absentee in state and local elections as well.

The *UOCAVA* requires each Federal department and agency with personnel covered by the *UOCAVA* to have a voting assistance program. The FVAP biennial Voting Action Plan and the Department of Defense Directive 1000.4 establish policy and guidelines for carrying out an effective voting assistance program (see Chapter 2).



#### 2. Helping U.S. Citizens to Vote

The goals of the FVAP and military and civilian VAOs worldwide is to:

- inform and educate U.S. citizens worldwide of their right to vote,
- foster voting participation,
- protect the integrity of, and enhance, the electoral process at the Federal, state and local levels.

In carrying out the responsibilities of the *UOCAVA*, the FVAP provides information and materials to *UOCAVA* citizens to help ensure their enfranchisement and promote understanding and participation in the democratic process.

Program activities range from the development of the universal Federal Post Card Application (FPCA or SF 76) (see Chapter 2, Section 5) which is accepted by all 55 U.S. states and territories and serves as simultaneous application for voter registration and/or an absentee ballot; to the production and worldwide distribution of print, broadcast and electronic voter education and information services; to developing and maintaining a working relationship with U.S. states, territories and other Federal government agencies to simplify the registration and absentee voting processes while maintaining its integrity.



# Voting Assistance Guide



## Chapter 2: Voting Assistance Officer Instructions

### CHAPTER TWO

#### INFORMATION FOR VOTING ASSISTANCE OFFICERS

##### Overview

This Chapter provides specific information and instructions to Voting Assistance Officers in following areas:

##### 1. The Voting Assistance Officer and the Service/Agency/Organization Voting Assistance Program

- A. The Absentee Voting Process
- B. How to Implement a Voting Assistance Plan
- C. The Scope of a Civilian Voting Assistance Plan
- D. The Scope of a Military Installation Voting Assistance Plan
- E. Providing Information on Candidates
- F. Military and Federal Agency VAO Restrictions on Distributing Partisan Information
- G. Collecting and Sharing Best Practices and Lessons Learned
- H. Post Election Survey

##### 2. Requirements for Voting and Establishing Voting Residence

- A. Citizenship and Age
- B. Voting Residence
- C. Questions to Help Determine Voting Residence

##### 3. Registering to Vote and Requesting a Ballot

- A. Questions to Help Determine Current Registration Status
- B. Registration and Ballot Request
- C. State Special Write-In Absentee Ballot
- D. Other Ways to Obtain a Ballot and Vote
- E. Electronic Transmission of Election Materials
- F. Late Registration

##### 4. Casting a Vote

- A. Marking and Mailing the Ballots

- B. Ballot Delays
- C. Ballot Receipt and Late Counting
- D. Voting In Person

##### 5. The Federal Post Card Application (FPCA) Standard Form 76

- A. Where to Get it
- B. Completing the FPCA
- C. State and Local Treatment of the FPCA
- D. Online FPCA (OFPCA)
- E. Deadline for Submitting the FPCA
- F. Submitting the FPCA
- G. Electronic Transmission of the FPCA
- H. Mailing the FPCA
- I. Problems Experienced in Processing FPCAs by Local Election Officials
- J. Illustration of the FPCA and Mailing Instructions

##### 6. The Federal Write-In Absentee Ballot (FWAB) Standard Form 186

- A. Where to Get it
- B. Conditions for Using the FWAB
- C. Recommendations for Submitting the FWAB
- D. Voter's Declaration/Affirmation Completion Instructions
- E. Completing the FWAB
- F. The Online FWAB (OFWAB)
- G. Electronic Transmission of the FWAB
- H. Mailing the FWAB
- I. Some States Have Expanded the Use of the FWAB
- J. Reasons Why the FWAB May Not Be Counted
- K. Illustration of the FWAB and Mailing Instructions

Information For Voting Assistance Officers

2006-07 Voting Assistance Guide

### 1. The Voting Assistance Officer and the Service/Agency/ Organization Voting Assistance Program

The *Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA)* - See Appendix A - requires each Federal department and agency with personnel covered by the UOCAVA to have a voting assistance program. FVAP's biennial Voting Action Plan and the Department of Defense Directive 1000.4 (available at [www.fvap.gov](http://www.fvap.gov)) establish policy and guidelines for carrying out an effective voting assistance program.

Civilian and Military Voting Assistance Officers (VAOs) are critical to the success of these programs as are those programs carried out by volunteers in organizations of U.S. citizens overseas. These individuals, both military and civilian, are responsible for providing accurate nonpartisan voting information and assistance to all of the citizens they help. They aid in ensuring that citizens understand their voting rights and how to register and vote absentee under the UOCAVA.

The U.S. Uniformed Services have an extensive chain-of-command which provides support for their VAOs. The Department of State offers voting assistance through its Embassy and Consulate VAOs to all U.S. citizens outside the United States. In addition, many U.S. citizen organizations and corporations outside the United States designate and support VAOs to assist their members, employees and other U.S. citizens living abroad.

This first section provides guidance for VAOs on the performance of their duties and on carrying out a successful Service, agency or organization voting assistance program.

#### A. The Absentee Voting Process

The absentee voting process permits citizens covered by the UOCAVA, who will be away from their local polling places on election day, to vote through the mail or an alternative method. Absentee voters should request their ballots at least 60 days before the election whenever possible to allow enough by-mail transit time.

- First, a person must register to vote in his/her state of legal residence (See Section 2). In order to register and/or vote absentee, an eligible U.S. citizen must carefully, legibly and accurately complete a Federal Post Card Application (FPCA - See Section 5) and submit it to the proper election official. State-specific instructions for completing the FPCA are contained in Chapter 3.
- Second, the local election official, once receiving the form, will process the FPCA to determine if the citizen meets the jurisdiction's residency requirements. The local election official will contact the citizen if there

are any questions during the process, or if the form is not acceptable. For this reason, it is critical to provide an email address and other contact information on the FPCA.

- When the citizen receives the ballot, it should be voted and returned as soon as possible to ensure the state's ballot receipt deadline is met.



#### B. How to Implement a Voting Assistance Plan

The Military and Embassy/Consulate Voting Assistance Officer (VAO) has the important responsibility of providing accurate, nonpartisan voting information and assistance to the individual who wants to register and vote. The effectiveness of a VAO determines whether a citizen will understand how to participate in the process. Each VAO can accomplish his/her voting assistance plan by holding informational classes and informal discussions concerning voting and the responsibilities of a concerned citizen.

When developing a local voting assistance plan, the VAO should consider the following:

- Visit the FVAP's website at [www.fvap.gov](http://www.fvap.gov).
- Help U.S. citizens to register and obtain a ballot.
- Encourage them to learn about the candidates, the issues and to vote.
- Distribute all voting materials and information in a timely manner.
- Make certain you have at least four cardstock FPCAs for each person for whom you are responsible. This will provide a sufficient supply to cover eligible family members, changes of address, deployments and new arrivals to your section of responsibility.
- Make certain you have at least one Federal Write-In Absentee Ballot (FWAB - See Section 6) for each person you are responsible for.
- Hold a voting information briefing or voter registration drive for the citizens you are responsible for assisting.
- Coordinate activities for Overseas Citizens' Voters' Week (July 2-8, 2006), Armed Forces Voters Week (Military - September 3-9, 2006) and Absentee Voting Week (October 8-14, 2006).
- Display the 2006 Election Dates poster, and put your name, telephone number and email address on the





# Voting Assistance Guide

## Chapter 3: State-By-State Instructions

### NORTH DAKOTA

Website: [www.nd.gov/sos/electvote/](http://www.nd.gov/sos/electvote/)

Link to state election website is also available through FIAP website at [www.fiap.gov](http://www.fiap.gov)

#### Absentee Voting Guide

FOR UNIFORMED SERVICES AND U.S. CITIZENS OVERSEAS

##### I. Application Instructions for FPCA

##### II. Uniformed Services

- A. Who Can Do It
- B. Registering and Requesting an Absentee Ballot
- C. Casting Your Vote
- D. Notary/Witness Requirements
- E. Electronic Transmission of FPCAs and Ballots
- F. Federal Write-In Absentee Ballot
- G. Special Write-In Absentee Ballot

##### III. Civilians Outside U.S.

- A. Who Can Do It
- B. Registering and Requesting an Absentee Ballot

##### C. Casting Your Vote

- D. Notary/Witness Requirements
- E. Electronic Transmission of FPCAs and Ballots
- F. Federal Write-In Absentee Ballot
- G. Special Write-In Absentee Ballot

##### IV. Uniformed Services & Civilians Outside U.S.

- A. Bars to Registration and Voting
- B. Action Upon Denial of Registration or Absentee Ballot Request
- C. Voting By Citizens Who Have Never Lived in the U.S.
- D. Where To Send It
- E. State Special Write-In Labels





# Voting Assistance Guide



## Chapter 3: Where To Send It

North Dakota

2006-07 Voting Assistance Guide

### F. Federal Write-In Absentee Ballot

North Dakota has expanded the use of the Federal Write-In Absentee Ballot (FWAB), SF-186. The instructions described in Chapter 2 of this Guide remain the same, except that North Dakota also allows eligible voters to use the FWAB for all Federal, State and local elections as well as petitions.

If you receive the regular ballot after returning the FWAB, you may also vote and return the regular ballot. If both ballots are properly executed and received before the close of polls on election day, only the regular ballot will be counted.

### G. Special Write-In Absentee Ballot

North Dakota provides a state special write-in absentee ballot available before an election if you will be unable to vote by regular absentee ballot or in person due to requirements of military service or due to living in extremely remote areas of the world.

The FPCA may be used to request this state special write-in ballot. In Block 6 of the FPCA, place one of the state special write-in labels from Section IV.E. If no labels are available, write in Block 6: "I am unable to vote by regular absentee ballot or in person due to requirements of military service or due to living in extremely remote areas of the world. I request a special write-in absentee ballot."

The state special write-in ballot may be requested at any time before the election. It may be used to vote for presidential electors, members of the U.S. Senate and members of the U.S. House of Representatives. Vote it by writing in a party preference for each office, the names of specific candidates for each office or the name of the person whom you prefer for each office.

Instructions continue in Section III: Uniformed Services & Civilians Outside U.S.

### III. CIVILIANS OUTSIDE U.S.

#### A. Who Can Do It

These procedures apply to persons who are U.S. citizens, residents of North Dakota and overseas citizens. The term "overseas citizen" means a U.S. citizen who resides outside the U.S. and (but for such residence) would be qualified to vote in North Dakota.

- residents of North Dakota temporarily residing outside the U.S. (for local, state and Federal office ballots)
- overseas citizens (for local, state and Federal office ballots)

Note: The only electors limited to a Federal only ballot are those children of qualified electors who have never lived within the U.S. (See Section IV.C).

### B. Registering and Requesting an Absentee Ballot

You should send an FPCA to your local election official early every year and whenever you change your mailing address (see Chapter 2).

North Dakota has no voter registration.

**Requesting an absentee ballot:** Although the County Auditor will accept a completed FPCA at any time before the election, you should submit it to the County Auditor in time for you to receive, vote and return the absentee ballot by mail to the county.

### C. Casting Your Vote

**Ballot Return Deadline:** Voted ballot must arrive at the County Auditor before the county canvassing board meets which is usually 3 days after the election and as many as 5 days after the election.

**Postmark:** your voted ballot before election day. (Other official date stamps will be accepted as well.)

Local election officials mail or send ballots approximately 40 days before the election.

If you have not received your state ballot in a timely manner, use the **Federal Write-In Absentee Ballot**. See instructions in Chapter 2, page 21.

### D. Notary/Witness Requirements

No registration or voting materials are notarized or witnessed.

### E. Electronic Transmission of FPCAs and Ballots

- North Dakota allows you to send the FPCA for ballot request by fax or email. After faxing or emailing, submit the FPCA by mail (see Section I. 1).
- North Dakota allows you to receive the blank ballot by fax or email (see Section I. 2).
- North Dakota allows you to return the voted ballot by fax. North Dakota allows you to return a scanned copy of the voted ballot and other required voting materials by email. The local election official will compare the signature on the voter's affidavit accompanying the ballot with the signature on the FPCA. After faxing or emailing, submit the voted ballot by mail.

For county auditors fax numbers and email addresses, check the North Dakota website at:  
[www.state.nd.us/sec/electronic/voting/index.html](http://www.state.nd.us/sec/electronic/voting/index.html)

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2006-07 Voting Assistance Guide

North Dakota

Please refer to Appendix B for specific instructions when transmitting election materials electronically. Use the following numbers:

DSN 223-5527

(703) 693-5527

1-800-368-6683

(from U.S., Canada, Guam, Puerto Rico, Virgin Islands only)

International toll-free fax numbers

(See inside back cover)

### F. Federal Write-In Absentee Ballot

North Dakota has expanded the use of the Federal Write-In Absentee Ballot (FWAB), SF-186. The instructions described in Chapter 2 of this Guide remain the same, except that North Dakota also allows eligible voters to use the FWAB for all Federal, State and local elections as well as petitions.

If you receive the regular ballot after returning the FWAB, you may also vote and return the regular ballot. If both ballots are properly executed and received before the close of polls on election day, only the regular ballot will be counted.

### G. Special Write-In Absentee Ballot

North Dakota provides a state special write-in absentee ballot available before an election if you will be unable to vote by regular absentee ballot or in person due to requirements of military service or due to living in extremely remote areas of the world.

The FPCA may be used to request this state special write-in ballot. In Block 6 of the FPCA, place one of the state special write-in labels from Section IV.E. If no labels are available, write in Block 6: "I am unable to vote by regular absentee ballot or in person due to requirements of military service or due to living in extremely remote areas of the world. I request a special write-in absentee ballot."

The state special write-in ballot may be requested at any time before the election. It may be used to vote for presidential electors, members of the U.S. Senate and members of the U.S. House of Representatives. Vote it by writing in a party preference for each office, the names of specific candidates for each office or the name of the person whom you prefer for each office.

Instructions continue in Section IV: Uniformed Services & Civilians Outside U.S.

### IV. UNIFORMED SERVICES & CIVILIANS OUTSIDE U.S.

#### A. Bars to Registration and Voting

Persons convicted of treason or another felony (unless civil rights are restored) or found mentally incompetent by a court or other authority having jurisdiction (unless order is rescinded) may not vote.

#### B. Action Upon Denial of Registration or Absentee Ballot Request

Upon denial of your voter registration application or absentee ballot request, North Dakota shall provide you with the reason(s) for the rejection.

#### C. Voting By Citizens Who Have Never Lived in the U.S.

A U.S. citizen who was born abroad and who is eligible to vote and who has never lived in the U.S. may vote in the county where a parent would be eligible to vote (for Federal offices only).

Note: The only electors limited to a Federal only ballot are those children of qualified electors who have never lived within the U.S.

#### D. Where To Send It

Mail the FPCA to the **County Auditor**, county of voting residence, as listed below:

County	County Seat	Zip Code
Adams	County Auditor PO Box 566 Jellison, ND	58539-0566
Barnes	County Auditor 205 4th Street NW Valley City, ND	58072-2947
Benson	County Auditor PO Box 204 Minnewaukan, ND	58551-0204
Bills	County Auditor PO Box 165 Medora, ND	58545-0165
Bottineau	County Auditor 314 W. 5th Street Bottineau, ND	58318-1204
Brown	County Auditor PO Box 436 Brown, ND	58013-0436
Burke	County Auditor PO Box 310 Burke, ND	58021-0310
Butte	County Auditor PO Box 5618 Butte, ND	58503-5618
Cass	County Auditor PO Box 2005 Fargo, ND	58103-2005
Cavalier	County Auditor 801 1st Street Langdon, ND	58044-2457
Dickey	County Auditor PO Box 215 Dixfield, ND	58538-0215

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# Voting Assistance Guide



## Chapter 3: Sticker Page

### North Dakota

### 2006-07 Voting Assistance Guide

County	County Seat	Zip Code
Divide	County Auditor PO Box 48 Oriskany, ND	58736-0048
Dunn	County Auditor PO Box 185 Manning, ND	58542-0185
Edley	County Auditor 524 Central Avenue New Rockford, ND	58566-0860
Emmons	County Auditor PO Box 129 Lisles, ND	58502-0129
Foster	County Auditor PO Box 194 Carrington, ND	58421-0194
Golden Valley	County Auditor PO Box 87 Beulah, ND	58021-0087
Grand Forks	County Auditor PO Box 1729 Grand Forks, ND	58206-5726
Grant	County Auditor PO Box 127 Carson, ND	58526-0127
Grainger	County Auditor PO Box 511 Cognepohr, ND	58425-0511
Hettinger	County Auditor PO Box 688 Mott, ND	58546-0688
Kidder	County Auditor PO Box 187 Steale, ND	58482-0187
LaMoure	County Auditor PO Box 128 LaMoure, ND	58458-0128
Logan	County Auditor 321 Broadway Napoleon, ND	58561-7916
McIntosh	County Auditor PO Box 147 Thayer, ND	58788-0147
McIntosh	County Auditor PO Box 1 Arbuckle, ND	58413-0019
McKenzie	County Auditor PO Box 542 North City, ND	58554-0542
McLean	County Auditor PO Box 1108 Vesthills, ND	58577-1108
Morris	County Auditor PO Box 34 Sterne, ND	58571-0036
Monroe	County Auditor 219 2nd Avenue, NW Mystake, ND	58554-3156
Mountrail	County Auditor PO Box 48 Stanley, ND	58784-0048
Nelson	County Auditor 210 B Avenue West, Suite 201 Lewistown, ND	58544-7410
Other	County Auditor PO Box 180 Center, ND	58536-0180
Pembina	County Auditor 351 Dakota Street W 1 Carson, ND	58220-4190
Pierce	County Auditor 249 E 2nd Street, Suite 5 Rugby, ND	58366-0397

County	County Seat	Zip Code
Ransom	County Auditor 524 4th Avenue NE, Unit 8 Devils Lake, ND	58501-2490
Ransom	County Auditor PO Box 688 Lisles, ND	58502-0688
Renville	County Auditor PO Box 88 Mott, ND	58561-0088
Richland	County Auditor 410 2nd Avenue, N Wahpeton, ND	58075-4430
Ross	County Auditor PO Box 839 Falls, ND	58537-0839
Sargent	County Auditor PO Box 172 Forsyth, ND	58032-0177
Sheridan	County Auditor PO Box 439 McCluskey, ND	58482-5439
Slope	County Auditor PO Box 1 Fertig, ND	58536-0001
Slope	County Auditor PO Box 11 Arbuckle, ND	58425-0011
Stark	County Auditor PO Box 130 Edinburg, ND	58532-0130
Steele	County Auditor PO Box 275 Falls, ND	58536-0275
Stutsman	County Auditor 511 2nd Avenue, SE Jamestown, ND	58401-4299
Towner	County Auditor PO Box 833 Carson, ND	58224-0833
Trail	County Auditor PO Box 428 Hibbard, ND	58448-5428
Walsh	County Auditor 608 Conger Avenue Oriskany, ND	58737-1555
Ward	County Auditor PO Box 5335 Mott, ND	58561-5335
Wells	County Auditor PO Box 37 Fertig, ND	58436-0037
Williams	County Auditor PO Box 2047 Wilton, ND	58092-2047

### E. STATE SPECIAL WRITE-IN LABELS

If needed, place one of the following stick-on labels in Block 6 of the FPCA:

#### NORTH DAKOTA

"I am unable to vote by regular absentee ballot or in person due to requirements of military service or due to living in extremely remote areas of the world. I request a special write-in absentee ballot."

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### Voicing Opinions Through Elections

by Mary M. Kay





# Voting Assistance Guide



## Appendices

### APPENDIX B

#### ELECTRONIC TRANSMISSION OF ELECTION MATERIALS

### APPENDIX A

#### UNIFORMED AND OVERSEAS CITIZENS ABSENTEE VOTING ACT (UOCAVA)

#### TITLE I — REGISTRATION AND VOTING BY ABSENT UNIFORMED SERVICE VOTERS AND OVERSEAS VOTERS IN ELECTIONS FOR FEDERAL OFFICE

##### SEC. 101. FEDERAL RESPONSIBILITIES.

(a) **PRESIDENTIAL DESIGNEE.** — The President shall designate the head of an executive department to have primary responsibility for Federal functions under this title.

(b) **DUTIES OF PRESIDENTIAL DESIGNEE.** — The Presidential designee shall—

- (1) consult State and local election officials in carrying out this title, and ensure that such officials are aware of the requirements of this Act;
- (2) prescribe an official post card form, containing both an absentee voter registration application and an absentee ballot application, for use by the States as required under section 102(4);
- (3) carry out section 103 with respect to the Federal write-in absentee ballot for absent uniformed services voters and overseas voters in general elections for Federal office;
- (4) prescribe a suggested design for absentee ballot mailing envelopes for use by the States as recommended in section 104;
- (5) compile and distribute (A) descriptive material on State absentee registration and voting procedures, and (B) to the extent practicable, facts relating to specific elections, including dates, offices involved, and the text of ballot questions;
- (6) not later than the end of each year after a Presidential election year, transmit to the President and the Congress a report on the effectiveness of assistance under this title, including a separate

- (1) **IN GENERAL.** — The head of each Government department, agency, or other entity shall, upon request of the Presidential designee, distribute balloting materials and otherwise cooperate in carrying out this title.
- (2) **ADMINISTRATOR OF GENERAL SERVICES.** — As directed by the Presidential designee, the Administrator of General Services shall furnish official post card forms (prescribed under subsection (b)) and Federal write-in absentee ballots (prescribed under section 103).

##### SEC. 102. STATE RESPONSIBILITIES.

(a) **IN GENERAL.** — Each State shall —

- (1) permit absent uniformed services voters and overseas voters to use absentee registration procedures and to vote by absentee ballot in general, special, primary, and runoff elections for Federal office;
- (2) accept and process, with respect to any election for Federal office, any otherwise valid voter registration application and absentee ballot application from an absent uniformed services voter or overseas voter, if the application is received by the appropriate State election official not less than 30 days before the election;
- (3) permit absent uniformed services voters and overseas voters to use Federal write-in absentee ballots (in accordance with section 103) in general elections for Federal office;
- (4) use the official post card form (prescribed under section 101) for simultaneous voter registration application and absentee ballot application; and
- (5) if the State requires an oath or affirmation to accompany any document under this title, use the standard oath prescribed by the Presidential

to the same voting jurisdiction. If they have the same final destination, more than one FPCA with one cover sheet may be faxed in a single transmission. Ensure all pages are transmitted successfully and in proper order.

4. After faxing, mail the completed FPCA to the local election official's address as listed in the state section in Chapter 3, even if it may not arrive by the state's registration/ballot request deadline. See Mailing Instructions in Chapter 2.

#### B. Receiving the Blank Absentee Ballot by Fax

Where allowed by state law, the blank absentee ballot will be faxed from the local election official to the fax number provided by the citizen on the FPCA or other absentee ballot request.

The citizen should follow all instructions provided by the local election official in marking, executing and returning the ballot.

#### C. Returning the Voted Absentee Ballot by Fax

If the citizen determines that there is not sufficient time to return the ballot by mail and the state allows receipt of a voted ballot by fax, the voted ballot may be transmitted by fax. The citizen should follow the instructions provided by the local election official in marking and executing the ballot. The citizen should vote in private and seal the ballot in the security envelope for mailing (See Section 3) - and fax the voted ballot (as allowed by the state) in private.

The voter must understand that by faxing the voted ballot, he/she is waiving the right to secrecy of the ballot. The voter must sign a statement on the transmittal cover sheet indicating, "I understand that by faxing my voted ballot I am voluntarily waiving my right to a secret ballot." This must be followed by the signature of voter and the date. The voter is advised to obtain and retain a facsimile receipt of the date and time the voted ballot was faxed successfully.

Use a copy of the transmittal cover sheet included in this appendix, or alternative cover sheet containing similar information. Ensure all information is entered, especially the complete destination address for the ballot (as found under the respective state headings in Chapter 3), and the signed statement referenced above. See the Electronic Transmittal Sheet at the end of this appendix for details.

**IMPORTANT:** Voting Assistance Officers are reminded that they are performing duties in an official capacity and

## Election Dates

mary election dates in all the States, Territories, and runoff dates (if applicable); states with U.S. Senate ber of U.S. Representative seats up for reelection. tion is Tuesday, November 7, 2006

State	State Runoff Primary (if necessary)	GENERAL ELECTION		
		U.S. Senate	U.S. Representative	Governor
Alabama	June 27	No	7	Yes
Alaska	November 21	No	1	Yes
Arizona	June 13	Yes	8	Yes
Arkansas	—	No	4	Yes
California	—	Yes	53	Yes
Colorado	—	No	7	Yes
Connecticut	—	Yes	5	Yes
Delaware	—	Yes	1	No
Florida	—	1 Delegate	—	Mayor
Georgia	August 8	Yes	25	Yes
Hawaii	November 7	No	13	Yes
Idaho	—	Yes	1 Delegate	Yes
Illinois	—	No	2	Yes
Indiana	—	No	19	Yes
Iowa	—	Yes	9	Yes
Kansas	—	No	5	Yes
Kentucky	—	No	4	Yes
Louisiana	—	No	6	No
Maine	December 8	No	7	No
Maryland	—	Yes	2	Yes
Massachusetts	—	Yes	8	Yes
Michigan	—	Yes	10	Yes
Minnesota	—	Yes	15	Yes
Mississippi	—	Yes	6	No
Missouri	June 27	Yes	4	No
Montana	—	Yes	9	No
Nebraska	—	Yes	1	No
Nevada	—	Yes	3	Yes
New Hampshire	—	Yes	3	Yes
New Jersey	—	Yes	2	Yes
New Mexico	—	Yes	13	No
New York	May 30	No	13	No
North Carolina	—	Yes	1	No
North Dakota	August 22	No	18	Yes
Ohio	—	No	5	Yes
Oklahoma	—	No	5	Yes
Oregon	—	Yes	19	Yes
Rhode Island	—	—	—	No
South Carolina	June 27	Yes	2	Yes
South Dakota	June 30	No	6	Yes
Tennessee	—	No	1	Yes
Texas	—	Yes	9	Yes
Vermont	April 11	Yes	32	Yes
Virginia	—	Yes	3	No
Washington	—	Yes	1	Yes
West Virginia	—	Yes	11	No
Wisconsin	September 25	—	1 Delegate	Yes
Wyoming	—	Yes	9	No
	—	No	3	No
	—	Yes	8	Yes
	—	Yes	1	Yes

as of August 2005. Contact your Voting Assistance Officer or the Federal Voting Assistance Program (FVAP) website at [www.fvap.gov](http://www.fvap.gov) for updates.



# Federal Post Card Application (FPCA, SF-76)



(After completion, fold to inside and seal before mailing.)

**WARNING:** Knowingly presenting false information in this application could result in criminal sanctions.

Standard Form 76 (Rev. 10-2005)

## REGISTRATION AND ABSENTEE BALLOT REQUEST - FEDERAL POST CARD APPLICATION (FPCA)

### 1. I REQUEST ABSENTEE BALLOTS FOR ALL ELECTIONS IN WHICH I AM ELIGIBLE TO VOTE AND I AM (Mark only one):

- ☐ (a) A MEMBER OF THE UNIFORMED SERVICES OR MERCHANT MARINE ON ACTIVE DUTY, OR AN ELIGIBLE SPOUSE OR DEPENDENT
- ☐ (b) A U.S. CITIZEN RESIDING OUTSIDE THE U.S. TEMPORARILY
- ☐ (c) A U.S. CITIZEN RESIDING OUTSIDE THE U.S. INDEFINITELY

### 2. MY INFORMATION (Required)

a. TYPED OR PRINTED NAME (Last, First, Middle) \_\_\_\_\_ SUFFIX (if any) (Mr., Jr., etc.) \_\_\_\_\_ b. PREVIOUS NAME (if applicable) \_\_\_\_\_

c. SEX ☐ M ☐ F d. RACE \_\_\_\_\_ e. DATE OF BIRTH \_\_\_\_\_ f. SOCIAL SECURITY NUMBER \_\_\_\_\_ g. STATE DRIVER'S LICENSE OR I.D. NUMBER \_\_\_\_\_

h. TELEPHONE NUMBER (No DSN number; include all international prefixes) \_\_\_\_\_ i. FAX NUMBER (No DSN number; include all international prefixes) \_\_\_\_\_

### 3. MY VOTING RESIDENCE ADDRESS (Required)

(Military, use legal residence. Overseas citizens, use last legal residence in U.S.)

a. NUMBER AND STREET (cannot be a P.O. Box) \_\_\_\_\_

b. CITY, TOWN OR VILLAGE \_\_\_\_\_ c. COUNTY \_\_\_\_\_ d. STATE \_\_\_\_\_ e. ZIP CODE \_\_\_\_\_

### 4. WHERE TO SEND MY VOTING MATERIALS

a. MY CURRENT ADDRESS (Where I live now) (Required) \_\_\_\_\_

b. MY FORWARDING ADDRESS (NOTE: Complete 4b. only if you do not want your ballot mailed to the address in Block 4a.) \_\_\_\_\_

(fold)

(fold)

### 5. MY POLITICAL PARTY PREFERENCE (Optional, but may be required by states to register to vote in primary elections)

\_\_\_\_\_

### 6. ADDITIONAL INFORMATION (Designate the period for which you want to receive ballots - see instructions for Block 6, paragraph (3). Consult the Voting Assistance Guide for other specific state instructions.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### 7. AFFIRMATION (Required)

I swear or affirm, under penalty of perjury, that:

- I am a member of the Uniformed Services or merchant marine on active duty or an eligible spouse or dependent of such a member, or a U.S. citizen temporarily residing outside the U.S., or other U.S. citizen residing outside the U.S., and
- I am a U.S. citizen, at least 18 years of age (or will be by the day of the election), eligible to vote in the requested jurisdiction, and
- I have not been convicted of a felony or other disqualifying offense or been adjudicated mentally incompetent, or if so, my voting rights have been reinstated, and
- I am not registering, requesting a ballot, or voting in any other jurisdiction in the U.S., and
- My signature and date below indicate when I completed this document, and
- The information on this form is true and complete to the best of my knowledge.

I understand that a material misstatement of fact in completion of this document may constitute grounds for conviction of perjury.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_ Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Witness/Notary and address (if required)) (M M D D Y Y Y Y M M D D Y Y Y Y)

The information contained herein is for official use only. Any unauthorized release of this information may be punishable by law.

Active Designer 6.0

## PRIVACY ACT STATEMENT

**AUTHORITY:** 42 USC 1973ff, "Title 1 - Registration and Voting By Absentee Uniformed Services Voters and Overseas Voters in Elections for Federal Office."

**PRINCIPAL PURPOSE:** Serves as an application for registration and/or request for absentee ballot for all persons covered by the Uniformed and Overseas Citizens Absentee Voting Act.

**DISCLOSURE:** Voluntary; however, failure to provide the necessary information may keep the pertinent jurisdiction from processing this request and may prevent you from voting absentee.

## SPECIFIC INSTRUCTIONS FOR COMPLETION.

Please use the *Voting Assistance Guide* for specific state-by-state information when completing this form. Type or print legibly. Assistance and information regarding the use and completion of this form, as well as specific state information may be obtained from military Unit Voting Assistance Officers, U.S. Embassy and Consular Voting Assistance Officers, or organizations of U.S. citizens overseas and <http://www.fvap.gov>.

**Block 1.** Place an X only in one block. Marking Block 1(c) generally means that you were a resident of that state before departing the U.S. and your intent to return at some time in the future is uncertain. Marking Block 1(c) applies for a Federal ballot only (if one is printed by the state).

**Block 2. MY INFORMATION.** Block 2d. RACE. This information is requested from some states for statistical purposes by the Department of Justice in their enforcement of the Voting Rights Act and the National Voter Registration Act. See *Voting Assistance Guide*.

**Block 3. MY VOTING RESIDENCE ADDRESS.** Enter the complete legal voting residence address (including county) where you ACTUALLY LIVED in the state or territory. Your right to vote in your state and determination of your voting precinct depend on the physical location of your residence while you were in the state. DO NOT USE A POST OFFICE BOX NUMBER. In an area with no street names, indicate route name and number and box number. Also provide any additional information necessary to physically describe your residence location. If you have never lived in the U.S., check the *Voting Assistance Guide* for the states that allow you to vote using a parent's voting residence address.

## FROM:

(Voter name and current complete military or overseas mailing address)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

International airmail postage is required if not mailed in the U.S. Postal System or APO/FPO System, or Diplomatic Pouch.

## OFFICIAL ABSENTEE BALLOTING MATERIAL - FIRST CLASS MAIL

NO POSTAGE NECESSARY IF THE U.S. MAIL - DMM 703.8.0

## TO:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Block 4. WHERE TO SEND MY VOTING MATERIALS.** Block 4a is the complete mailing address where you are now living. If you have an alternate address or an address of a mail forwarding service that delivers your mail more quickly, enter that address in Block 4b. If your state allows absentee ballots to be sent via e-mail or fax, check the appropriate box in Block 4c. See *Voting Assistance Guide*. This form should be resubmitted every time you change your mailing address.

**Block 5. MY POLITICAL PARTY PREFERENCE.** This is an optional entry; however, this information is required by most states in order to vote in primary elections. Consult the *Voting Assistance Guide* for any specific state information required.

## Block 6. ADDITIONAL INFORMATION.

(1) Provide any information that may assist the local election official in approving this application. It would be helpful if you provide the date you last lived at the address in Block 3a and if you list a name and telephone number of a local contact in the event the local election official cannot contact you and has a question concerning the application.

(2) If you were previously registered to vote in a jurisdiction other than the one in which you are applying, indicate "previously registered in (location)".

(3) Submission of this form serves as a request to receive ballots for all Federal elections held through the next two regularly scheduled general elections. If you do not wish to receive ballots for that length of time, you may request a ballot for each election for Federal office held in the next election year OR a ballot for only the next scheduled election for Federal office by noting your choice in Block 6. (Depending on your state of residence, you may also receive ballots for State and local offices during the selected period as well.)

(4) If your state provides a special state write-in ballot and you are requesting one, indicate the reason you are requesting a special write-in ballot or place a sticker from the *Voting Assistance Guide* in this section.

**Block 7. AFFIRMATION.** Ensure that you read the oath, sign, and enter the date you completed the form in the spaces provided. Not all states require a witness or notary, and state laws vary regarding the voting of convicted felons. Consult your state section of the *Voting Assistance Guide* or your Voting Assistance Officer for your state's requirements.

**MAILING INSTRUCTIONS.** Fold and seal using the adhesive tabs so that the local election official's address is on the outside. DO NOT STAPLE.

(fold to outside)



U.S. Postage Paid  
39 USC 3406



PAR AVION



# FPCA Completion



## REGISTRATION AND ABSENTEE BALLOT REQUEST - FEDERAL POST CARD APPLICATION (FPCA)

1. I REQUEST ABSENTEE BALLOTS FOR ALL ELECTIONS IN WHICH I AM ELIGIBLE TO VOTE AND I AM *(Mark only one):*

- ☐ (a) A MEMBER OF THE UNIFORMED SERVICES OR MERCHANT MARINE ON ACTIVE DUTY, OR AN ELIGIBLE SPOUSE OR DEPENDENT
- ☐ (b) A U.S. CITIZEN RESIDING OUTSIDE THE U.S. TEMPORARILY
- ☒ (c) A U.S. CITIZEN RESIDING OUTSIDE THE U.S. INDEFINITELY

6. **ADDITIONAL INFORMATION** *(Designate the period for which you want to receive ballots - see instructions for Block 6, paragraph (3). Consult the Voting Assistance Guide for other specific state instructions.)*

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**Block 1: Register/Request Ballot**  
**Block 6: Additional Information**



# FPCA Completion



2. MY INFORMATION									
a. TYPED OR PRINTED NAME (Last, First, Middle)						SUFFIX (Jr., Sr., III, etc.)		b. PREVIOUS NAME (if applicable)	
Jones, James Larry						Sr			
c. SEX		d. RACE	e. DATE OF BIRTH		f. SOCIAL SECURITY NUMBER		g. STATE DRIVER'S LICENSE OR I.D. NUMBER		
<input checked="" type="checkbox"/> M <input type="checkbox"/> F			0517 1925		- - 1125 XY-		1455777122		
h. TELEPHONE NUMBER (No DSN number; include all international prefixes)						i. FAX NUMBER (No DSN number; include all international prefixes)			
23-145-14-57771 145						23-145-14-678791 45			
j. EMAIL ADDRESS									
jj.pdf57@hawkstooth.com									

Include a fax number  
and email address.

## Block 2: My Information





# FPCA Completion



<b>3. MY VOTING RESIDENCE ADDRESS (Required)</b> <i>(Military, use legal residence. Overseas citizens, use last legal residence in U.S.)</i>									
a. NUMBER AND STREET <i>(Cannot be a P.O. Box)</i>									
122 Maple Terrace									
b. CITY, TOWN OR VILLAGE					c. COUNTY		d. STATE	e. ZIP CODE	
Mayville					Somewhere		PA	06757-1007	

Use your legal residence  
in the U.S.  
Provide further description  
in Block 6 if necessary.

## Block 3: My Voting Residence



# FPCA Completion

## Voting Residence

- Physical presence in the state and intent to remain or make the state your home or domicile
- One legal residence – last U.S. address prior to leaving U.S.
- A conscious decision
- Cannot arbitrarily choose
- Some states permit U.S. citizens who have never lived in the U.S. to vote

**CHECK WITH LEGAL COUNSEL IF YOU HAVE QUESTIONS ABOUT LEGAL RESIDENCY!**



# FPCA Completion



Remember to notify  
your LEO of  
all address changes!

4. WHERE TO SEND MY VOTING MATERIALS	
a. MY CURRENT ADDRESS (Where I live now) (Required)	b. MY FORWARDING ADDRESS (NOTE: Complete 4b. only if you do not want your ballot mailed to the address in Block 4a.)
James Larry Jones	James Larry Jones
1 Champ de Mars	C/O Overseas Industries, Ltd.
75007 Paris	44 W. 95 <sup>th</sup> Street
France	New York NY 00123
c. I PREFER TO RECEIVE MY ABSENTEE BALLOT, AS PERMITTED BY MY STATE, BY: <input type="checkbox"/> MAIL <input type="checkbox"/> FAX <input type="checkbox"/> EMAIL	

## Block 4: Where To Send My Voting Materials



# FPCA Completion



4. WHERE TO SEND MY VOTING MATERIALS	
a. MY CURRENT ADDRESS (Where I live now) (Required)	b. MY FORWARDING ADDRESS (NOTE: Complete 4b. only if you do not want your ballot mailed to the address in Block 4a.)
James Larry Jones	James Larry Jones
1 Champ de Mars	C/O Overseas Industries, Ltd.
75007 Paris	44 W. 95 <sup>th</sup> Street
France	New York NY 00123
c. I PREFER TO RECEIVE MY ABSENTEE BALLOT, AS PERMITTED BY MY STATE, BY: <input checked="" type="checkbox"/> MAIL <input type="checkbox"/> FAX <input type="checkbox"/> EMAIL	

Check Chapter 3 for  
state alternatives for  
receiving the ballot!

## Block 4: Where To Send My Voting Materials



# FPCA Completion



5. MY POLITICAL PARTY PREFERENCE *(Optional, but may be required by states to register to vote in primary elections):*

Abcdef Party

Required by most  
states to vote in the  
primaries.

## Block 5: My Political Party Preference



# FPCA Completion



**6. ADDITIONAL INFORMATION** *(Designate the period for which you want to receive ballots - see instructions for Block 6, paragraph (3).*

*Consult the Voting Assistance Guide for other specific state instructions.)*

Last date lived in Mayville: Feb. 2002.

CONNECTICUT

"Due to military contingencies, I am unable to follow the regular absentee ballot application process. I request a special write-in ballot."

Provide additional information  
that may assist local election official  
in approving this application.

## Block 6: Additional Information



# FPCA Completion



## 7. AFFIRMATION

I swear or affirm, under penalty of perjury, that:

1. I am a member of the Uniformed Services or merchant marine on active duty or an eligible spouse or dependent of such a member, or a U.S. citizen temporarily residing outside the U.S., or other U.S. citizen residing outside the U.S., and
2. I am a U.S. citizen, at least 18 years of age (or will be by the day of the election), eligible to vote in the requested jurisdiction, and
3. I have not been convicted of a felony or other disqualifying offense or been adjudicated mentally incompetent, or if so, my voting rights have been reinstated, and
4. I am not registering, requesting a ballot, or voting in any other jurisdiction in the U.S., and
5. My signature and date below indicate when I completed this document, and
6. The information on this form is true and complete to the best of my knowledge.

I understand that a material misstatement of fact in completion of this document may constitute grounds for conviction of perjury.

Signed: James L. Jones

Date: 08072006

M M D D Y Y Y Y

Signed: \_\_\_\_\_

(Witness/Notary and address (if required))

Date: \_\_\_\_\_

M M D D Y Y Y Y

The information contained herein is for official use only. Any unauthorized release of this information may be punishable by law.

Applicant must read, sign  
(in presence of notary if required)  
and date.

## Block 7: Affirmation



# FPCA Completion



## Local Election Official Mailing Address (flip-side)

Standard Form 76 Back

**PRIVACY ACT STATEMENT**

**AUTHORITY:** 42 USC 1973ff, "Title 1 - Registration and Voting By Absentee Uniformed Services Voters and Overseas Voters in Elections for Federal Office."

**PRINCIPAL PURPOSE:** Serves as an application for registration and/or request for absentee ballot for all persons covered by the Uniformed and Overseas Citizens Absentee Voting Act.

**DISCLOSURE:** Voluntary; however, failure to provide the necessary information may keep the pertinent jurisdiction from processing this request and may prevent you from voting absentee.

**SPECIFIC INSTRUCTIONS FOR COMPLETION.**

Please use the *Voting Assistance Guide* for specific state-by-state information when completing this form. Type or print legibly. Assistance and information regarding the use and completion of this form, as well as specific state information may be obtained from military Unit Voting Assistance Officers, U.S. Embassy and Consular Voting Assistance Officers, or organizations of U.S. citizens overseas and <http://www.fvap.gov>.

**Block 1.** Place an X only in one block. Marking Block 1(c) generally means that you were a resident of that state before departing the U.S. and your intent to return at some time in the future is uncertain. Marking Block 1(c) applies for a Federal ballot only (if one is printed by the state).

**Block 2. MY INFORMATION.** Block 2a. **RACE.** This information is requested from some states for statistical purposes by the Department of Justice in their enforcement of the Voting Rights Act and the National Voter Registration Act. See *Voting Assistance Guide*.

**Block 3. MY VOTING RESIDENCE ADDRESS.** Enter the complete legal voting residence address (including county) where you ACTUALLY LIVED in the state or territory. Your right to vote in your state and determination of your voting precinct depend on the physical location of your residence while you were in the state. DO NOT USE A POST OFFICE BOX NUMBER. In an area with no street names, indicate route name and number and box number. Also provide any additional information necessary to physically describe your residence location. If you have never lived in the U.S., check the *Voting Assistance Guide* for the states that allow you to vote using a parent's voting residence address.

**Block 4. WHERE TO SEND MY VOTING MATERIALS.** Block 4a is the complete mailing address where you are now living. If you have an alternate address or an address of a mail forwarding service that delivers your mail more quickly, enter that address in Block 4b. If your state allows absentee ballots to be sent via e-mail or fax, check the appropriate box in Block 4c. See *Voting Assistance Guide*. This form should be resubmitted every time you change your mailing address.

**Block 5. MY POLITICAL PARTY PREFERENCE.** This is an optional entry; however, this information is required by most states in order to vote in primary elections. Consult the *Voting Assistance Guide* for any specific state information required.

**Block 6. ADDITIONAL INFORMATION.**

(1) Provide any information that may assist the local election official in approving this application. It would be helpful if you provide the date you last lived at the address in Block 3a and if you list a name and telephone number of a local contact in the event the local election official cannot contact you and has a question concerning the application.

(2) If you were previously registered to vote in a jurisdiction other than the one in which you are applying, indicate "previously registered in (location)."

(3) Submission of this form serves as a request to receive ballots for all Federal elections held through the next two regularly scheduled general elections. If you do not wish to receive ballots for that length of time, you may request a ballot for each election for Federal office held in the next election year OR a ballot for only the next scheduled election for Federal office by noting your choice in Block 6. (Depending on your state of residence, you may also receive ballots for State and local offices during the selected period as well.)

(4) If your state provides a special state write-in ballot and you are requesting one, indicate the reason you are requesting a special write-in ballot or place a sticker from the *Voting Assistance Guide* in this section.

**Block 7. AFFIRMATION.** Ensure that you read the oath, sign, and enter the date you completed the form in the spaces provided. Not all states require a witness or notary, and state laws vary regarding the voting of overseas felons. Consult your state section of the *Voting Assistance Guide* or your Voting Assistance Officer for your state's requirements.

**MAILING INSTRUCTIONS.** Fold and seal using the sealing tabs so that the local election official's address is on the outside. DO NOT STAPLE.

(Mark to outside)

**FROM:**  
(Voter name and current complete military or overseas mailing address)

|||||

U.S. Postage Paid  
35 USC 3406

PAR AVION

OFFICIAL ELECTION MAIL

International airmail postage is required if not entered in the U.S. Postal System or AFMPPG System, or Diplomatic pouch.

OFFICIAL ABSENTEE BALLOTING MATERIAL - FIRST CLASS MAIL

NO POSTAGE NECESSARY IN THE U.S. MAIL - DMM 703.8.0

TO:

See citizen's state of residence in "Where To Send It" section of Chapter 3.





# FPCA Completion



**FROM:**

(Voter name and current complete military or overseas mailing address)

James Larry Jones

1 Champ de Mars

75007 Paris

France



U.S. Postage Paid  
39 USC 3406



PAR AVION

**MAILING ENVELOPE:**

International airmail postage is required if not mailed in the U.S. Postal System or APO/FPO System, or Diplomatic Pouch.

OFFICIAL ABSENTEE BALLOTING MATERIAL - FIRST CLASS MAIL

NO POSTAGE NECESSARY IN THE U.S. MAIL - DMM 703.8.0

**TO:** Chautauqua County Board of Elections

Gerace Office Building

3 North Erie Street

Mayville, PA 06757-1007

**Citizen's  
Name and  
Current  
Mailing Address**

**Local Election  
Official's  
Mailing Address**



# On-Line FPCA

## SF-76A



wish to receive your absentee ballot. Be sure to include APO or FPO (if applicable) and ZIP Code. If you will have a new address by the time registration forms or the ballot will be sent to you, be sure to list the new address.

5. **YOUR FAX NUMBER:** Your complete fax number (county and city code) is required if you or the local election official will be transmitting any of your election materials by

require more space to complete this item, use item 7. Remarks.

**SOURCES OF**  
Assistance and information regarding the use and completion of this form, as well as specific state information may be obtained from military Unit Voting Assistance Officers, U.S. Embassy and Consular Voting Assistance Officers, or organizations of U.S. citizens overseas.

REGISTRATION AND ABSENTEE BALLOT REQUEST - FEDERAL POST CARD APPLICATION (FPCA)			
APPLICATION FOR STATE OF _____		COUNTY OF _____	CITY OR TOWNSHIP OF _____ §
I REQUEST ABSENTEE BALLOTS FOR ALL ELECTIONS IN WHICH I AM ELIGIBLE TO VOTE.			
<b>1. APPLICANT INFORMATION</b> (See instruction 1.)		<b>6. POLITICAL PARTY AFFILIATION</b> (This information is required by most states to send you a ballot for primary elections. See Instructions.)	
a. TYPED OR PRINTED NAME (Last, First, Middle Initial)		b. SEX	c. RACE
d. DATE OF BIRTH		e. SOCIAL SECURITY NUMBER	
MM DD YYYY		f. OTHER IDENTIFICATION NO. (passport, ID card)	
<b>2. I LAST VOTED or PLACE OF LAST REGISTRATION</b> (Do not leave this section blank. See instructions.)			
a. YEAR	b. COUNTY, CITY, OR TOWNSHIP	c. STATE	d. VOTER REGISTRATION NO. (if known)
YYYY			
<b>3. VOTING RESIDENCE</b> (For military, legal residence. For overseas civilians, last residence in U.S. IF USING RURAL ROUTE, SEE INSTRUCTIONS.)		a. LAST DATE OF RESIDENCY	
		MM DD YYYY	
b. NUMBER AND STREET (Do not use Post Office Box)			
c. CITY, TOWN OR VILLAGE		d. STATE	
e. COUNTY OR PARISH		f. ZIP CODE (9-digit, if known)	
<b>4. MAIL ABSENTEE BALLOT TO:</b> (Mailing address where you want the ballot to be sent.)			
<b>5. YOUR FAX NUMBER</b> (If this application is faxed, include all international prefixes. See instructions.)		i. SIGNATURE OF APPLICANT	
		j. DATE	
		X MM DD YYYY	
		<b>9. WITNESS/NOTARY ADDRESS AND SIGNATURE</b> (If required by state law)	
		DATE SIGNED	
		MM DD YYYY	

The information contained herein is for official use only. Any unauthorized release of this information may be punishable by law.



# **Top Reasons FPCAs Cannot Be Processed:**



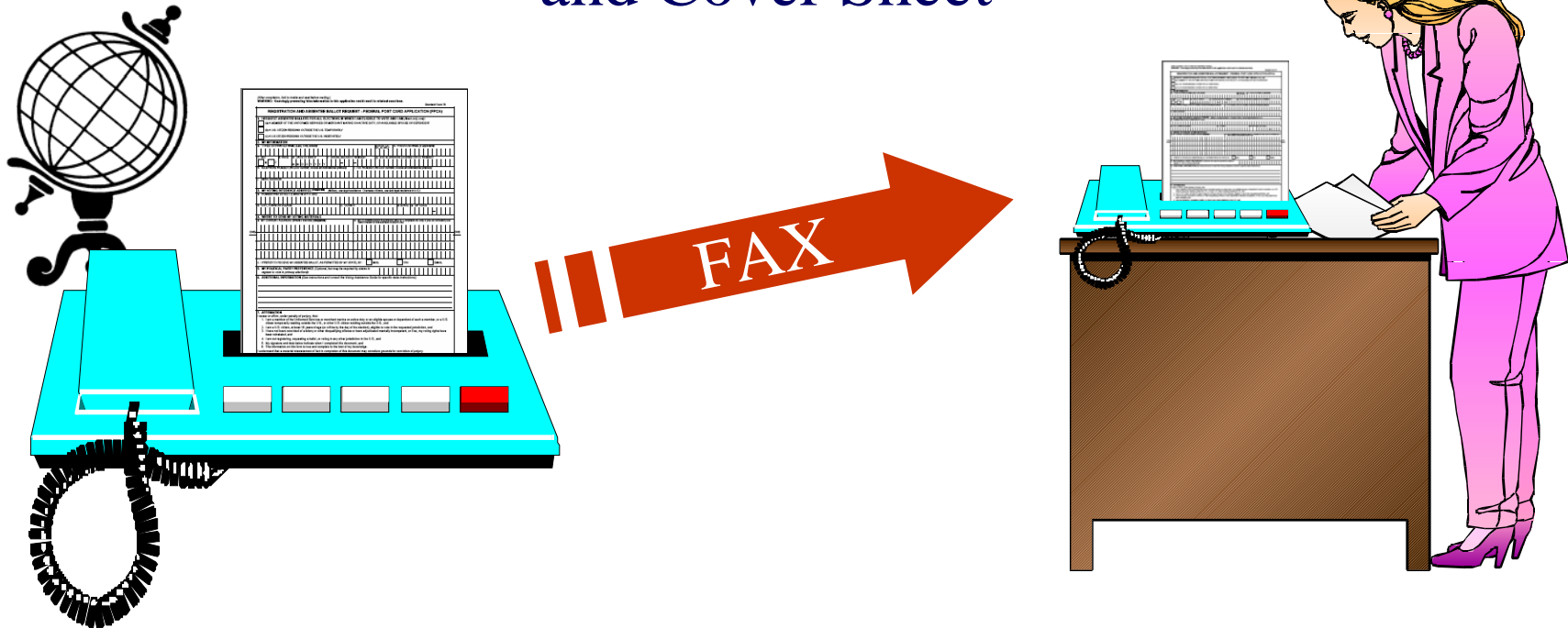
- **Inadequate or No Legal Voting Residence Address**
- **Inadequate or Illegible Current Mailing Address**
- **Illegible Writing**
- **Applied to Wrong Jurisdiction**
- **Failure to Indicate Party Preference**
- **No Signature**
- **Received Too Late**
- **Form Not Completed**
- **Mailing Envelope Lacks Proper Postage**



# Electronic Transmission Service



Check Chapter 3 for State  
Faxing/Emailing Rules  
and Appendix B for Instructions  
and Cover Sheet



DSN plus toll-free fax numbers from 51 countries



# The Federal Write-In Absentee Ballot (FWAB, SF-186)



WARNING: Knowingly presenting false information in this application could result in criminal sanctions.

Standard Form 186

## VOTER'S DECLARATION/AFFIRMATION - FEDERAL WRITE-IN ABSENTEE BALLOT (FWAB)

### 1.a. I AM (Mark only one):

- ☐ A MEMBER OF THE UNIFORMED SERVICES OR MERCHANT MARINE ON ACTIVE DUTY, OR AN ELIGIBLE SPOUSE OR DEPENDENT
- ☐ A U.S. CITIZEN RESIDING OUTSIDE THE U.S. TEMPORARILY
- ☐ A U.S. CITIZEN RESIDING OUTSIDE THE U.S. INDEFINITELY

1.b. I ALSO REQUEST VOTER REGISTRATION (where permitted by state law) ☐

### 2. MY INFORMATION (Required)

a. TYPED OR PRINTED NAME (Last, First, Middle)

SUFFIX (Jr., Sr., III, etc.)

b. PREVIOUS NAME (if applicable)

c. SEX ☐ M ☐ F

d. RACE

e. DATE OF BIRTH

f. SOCIAL SECURITY NUMBER

g. STATE DRIVER'S LICENSE OR I.D. NUMBER

h. TELEPHONE NUMBER (no CDD number; include all international prefixes)

i. FAX NUMBER (no CDD number; include all international prefixes)

j. EMAIL ADDRESS

k. MY VOTING RESIDENCE ADDRESS (Required) (Military, use legal residence; Overseas citizens, use last legal residence in U.S.)

a. NUMBER AND STREET (Cannot be a P.O. Box)

b. CITY, TOWN OR VILLAGE

c. COUNTY

d. STATE

e. ZIP CODE

f. WHERE TO SEND MY VOTING MATERIALS

a. MY CURRENT ADDRESS (Where I live now) (Required)

b. MY FORWARDING ADDRESS (NOTE: Complete 4b, only if you do not want your ballot mailed to the address in block 4a.)

5. MY POLITICAL PARTY PREFERENCE (Optional, but may be required by states to register to vote in primary elections)

6. ADDITIONAL INFORMATION (Designate the period for which you want to receive future ballots. See instructions. Consult your state pages of the Voting Assistance Guide for additional information requested.)

7. AFFIRMATION: (Required)

I swear or affirm, under penalty of perjury, that:

1. I am a member of the Uniformed Services or merchant marine on active duty or an eligible spouse or dependent of such a member, or a U.S. citizen temporarily residing outside the U.S., or other U.S. citizen residing outside the U.S., and

2. I am a U.S. citizen, at least 18 years of age (or will be by the day of the election), eligible to vote in the requested jurisdiction, and

3. I have not been convicted of a felony or other disqualifying offense or been adjudicated mentally incompetent, or if so, my voting rights have been reinstated, and

4. I am not registering, requesting a ballot, or voting in any other jurisdiction in the U.S., and

5. My application for a regular absentee ballot was mailed in time to be received by the local election official 30 days prior to this election, or the state deadline, whichever is later, and

6. I have not received the requested ballot, and

7. I understand that if my regular absentee ballot is received by the local election official in time to be counted, that ballot will be counted and this write-in ballot will be voided, and

8. I have voted and sealed this ballot in private and have not allowed any person to observe the marking of this ballot, except for those authorized to assist voters under state or Federal law and I have not been influenced, and

9. I am a Uniformed Services member, or dependent, who is absent from my voting jurisdiction, or I am an overseas citizen and have submitted this ballot from outside the U.S., or my state has made special provisions to allow me to mail this ballot inside the U.S., and

10. My signature and date below indicate when I completed this document, and

11. The information on this form is true and complete to the best of my knowledge.

I understand that a material misstatement of fact in completion of this document may constitute grounds for conviction of perjury.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Witness/Notary and Address (if required) \_\_\_\_\_

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## OFFICIAL FEDERAL WRITE-IN ABSENTEE BALLOT

PRESIDENT/VICE PRESIDENT

U.S. SENATOR\*

U.S. REPRESENTATIVE/DELEGATE\*\*/RESIDENT COMMISSIONER\*\*

\* Legal residents of the District of Columbia may vote only for President/Vice President and Delegate.  
\*\* Legal residents of American Samoa, Guam, Puerto Rico and the U.S. Virgin Islands may vote only for Delegate or Resident Commissioner to the Congress.

### ADDENDUM

Some states allow the Federal Write-In Absentee Ballot to be used by military and overseas civilian voters in elections other than general elections or for offices other than Federal offices. Consult your state section in the Voting Assistance Guide to determine your state's policy. If you are eligible to use this ballot to vote for offices/ candidates other than those listed above, please indicate in the spaces provided below, the office for which you wish to vote (for example: Governor, Attorney General, Mayor, State Senator, etc.), and the name and/or party affiliation of the candidate for whom you wish to vote.

OFFICE

CANDIDATE NAME OR PARTY AFFILIATION

Standard Form 186 (Rev. 2006)

(Use reverse side for additional space)

(Separate here)

## OFFICIAL FEDERAL WRITE-IN ABSENTEE BALLOT

### SECURITY ENVELOPE

(ONLY PUT VOTED BALLOT INSIDE THIS ENVELOPE)

Standard Form 186 (Rev. 2006)



# FWAB Usage Requirements



1. Used by absentee Uniformed Service members and their dependents stationed inside or outside the United States and by all U.S. citizens outside the U.S.

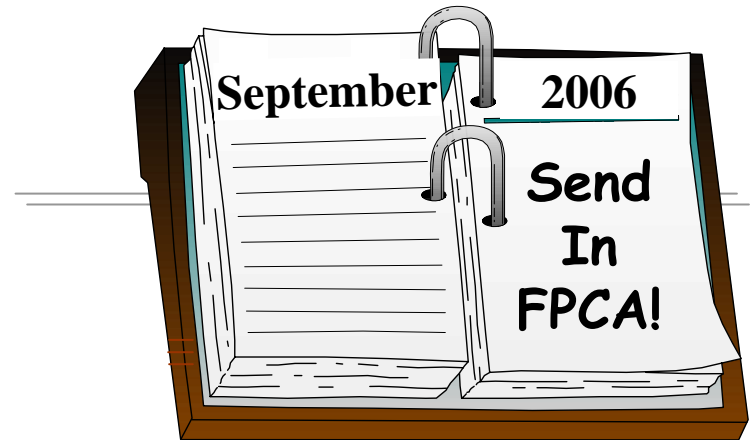




# FWAB Usage Requirements



2. Voter's request for a regular state absentee ballot must be received by the local election official at least 30 days prior to the general election or state deadline, whichever is later.





# FWAB Usage Requirements



3. Voter must meet all regular requirements for voting in his/her state of legal voting residence *and* have not yet received the regular state absentee ballot.



# FWAB Completion



## Voter's Declaration/Affirmation

Essentially the same as the FPCA.

WARNING: Knowingly presenting false information in this application could result in criminal sanctions. (Standard Form 186)

**VOTER'S DECLARATION/AFFIRMATION - FEDERAL WRITE-IN ABSENTEE BALLOT (FWAB)**

1.a. I AM (Mark only one):

☐ A MEMBER OF THE UNIFORMED SERVICES OR MERCHANT MARINE ON ACTIVE DUTY, OR AN ELIGIBLE SPOUSE OR DEPENDENT

☐ A U.S. CITIZEN RESIDING OUTSIDE THE U.S. TEMPORARILY

☐ A U.S. CITIZEN RESIDING OUTSIDE THE U.S. INDEFINITELY

1.b. I ALSO REQUEST VOTER REGISTRATION (where permitted by state law): ☐

2. MY INFORMATION (Required)

a. TYPED OR PRINTED NAME (Last, First, Middle) SUFFIX (Jr., Sr., etc.) b. PREVIOUS NAME (if applicable)

c. SEX ☐ M ☐ F d. RACE e. DATE OF BIRTH f. SOCIAL SECURITY NUMBER g. STATE DRIVER'S LICENSE OR ID NUMBER

h. TELEPHONE NUMBER (No. area number; include all international prefixes) i. FAX NUMBER (No. area number; include all international prefixes)

j. EMAIL ADDRESS

3. MY VOTING RESIDENCE ADDRESS (Required) (Military, use legal residence. Overseas citizens, see last legal residence in U.S.)

a. NUMBER AND STREET (cannot be a P.O. Box) b. CITY, TOWN OR VILLAGE c. COUNTY d. STATE e. ZIP CODE

4. WHERE TO SEND MY VOTING MATERIALS

a. MY CURRENT ADDRESS (Where I live now) (Required) b. MY FORWARDING ADDRESS (NOTE: Complete 4b. only if you do not want your ballot mailed to the address in Block 4a.)

5. MY POLITICAL PARTY PREFERENCE (Optional, but may be required by states to register to vote in primary elections):

6. ADDITIONAL INFORMATION (Designate the period for which you want to receive future ballots. See instructions. Consult your state pages of the Voting Assistance Guide for additional information requested.)

7. AFFIRMATION: (Required)

I swear or affirm, under penalty of perjury, that:

1. I am a member of the Uniformed Services or merchant marine on active duty or an eligible spouse or dependent of such a member, or a U.S. citizen temporarily residing outside the U.S., or other U.S. citizen residing outside the U.S., and
2. I am a U.S. citizen, at least 18 years of age (or will be by the day of the election), eligible to vote in the requested jurisdiction, and
3. I have not been convicted of a felony or other disqualifying offense or been adjudicated mentally incompetent, or if so, my voting rights have been reinstated, and
4. I am not registering, requesting a ballot, or voting in any other jurisdiction in the U.S., and
5. My application for a regular absentee ballot was mailed in time to be received by the local election official 30 days prior to this election, or the state deadline, whichever is later, and
6. I have not received the requested ballot, and
7. I understand that if my regular absentee ballot is received by the local election official in time to be counted, that ballot will be counted and this write-in ballot will be voided, and
8. I have voted and sealed this ballot in private and have not allowed any person to observe the marking of this ballot, except for those authorized to assist voters under state or Federal law and I have not been influenced, and
9. I am a Uniformed Services member, or dependent, who is absent from my voting jurisdiction, or I am an overseas citizen and have submitted this ballot from outside the U.S., or my state has made special provisions to allow me to mail this ballot inside the U.S., and
10. My signature and date below indicate when I completed this document, and
11. The information on this form is true and complete to the best of my knowledge.

I understand that a material misstatement of fact in completion of this document may constitute grounds for conviction of perjury.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_ M M D D Y Y Y Y Signed: \_\_\_\_\_ Date: \_\_\_\_\_ M M D D Y Y Y Y

Witness (History and Address if required)

The information contained herein is for official use only. Any unauthorized release of this information may be punishable by law.



# FWAB Completion



Write in  
candidate  
names or  
party of choice  
on the  
appropriate line,  
detach & fold

OFFICIAL FEDERAL WRITE-IN ABSENTEE BALLOT	
PRESIDENT/VICE PRESIDENT	President/Vice President
U.S. SENATOR*	U.S. Senator
U.S. REPRESENTATIVE/DELEGATE**	U.S. Representative
<small>* Legal residents of the District of Columbia may vote only for President/Vice President and Delegate. ** Legal residents of American Samoa, Guam, Puerto Rico and the U.S. Virgin Islands may vote only for Delegate or Resident Commissioner to the Congress.</small>	
<b>ADDENDUM</b>	
<small>Some states allow the Federal Write-In Absentee Ballot to be used by military and overseas civilian voters in elections other than general elections or for offices other than Federal offices. Consult your state section in the Voting Assistance Guide to determine your state's policy. If you are eligible to use this ballot to vote for offices/candidates other than those listed above, please indicate in the spaces provided below, the office for which you wish to vote (for example: Governor, Attorney General, Mayor, State Senator, etc.), and the name and/or party affiliation of the candidate for whom you wish to vote.</small>	
OFFICE	CANDIDATE NAME or PARTY AFFILIATION
State Governor	

Standard Form 186 (Revised 2005)

(Duplicate here)

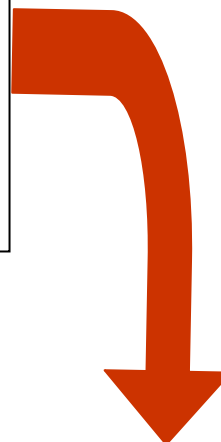
(Use reverse side for additional space)

<p>OFFICIAL FEDERAL WRITE-IN ABSENTEE BALLOT</p> <p><b><u>SECURITY ENVELOPE</u></b></p> <p>(ONLY PUT VOTED BALLOT INSIDE THIS ENVELOPE)</p> <p><small>Standard Form 186</small></p>
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# FWAB Completion

**Insert Write-In  
Ballot into  
Security Envelope**



**Remove tape and  
fold to seal  
Security Envelope**

<small>(Standard Form 186 (Revised 2005))</small>	<small>(Signature Area)</small>	<small>(Use reverse side for additional space)</small>
<p><b>OFFICIAL FEDERAL WRITE-IN ABSENTEE BALLOT</b></p> <p><b><u>SECURITY ENVELOPE</u></b></p> <p><b>(ONLY PUT VOTED BALLOT INSIDE THIS ENVELOPE)</b></p>		
<small>Standard Form 186</small>		



# FWAB Completion



**FROM:**

(Voter name and current complete military or overseas mailing address)

James Larry Jones

1 Champ de Mars

75007 Paris

France

**MAILING ENVELOPE**

International airmail postage is required if not mailed in the U.S. Postal System or APO/FPO System, or Diplomatic Pouch.



U.S. Postage Paid  
39 USC 3406

PAR AVION



OFFICIAL ABSENTEE BALLOTING MATERIAL - FIRST CLASS MAIL

NO POSTAGE NECESSARY IN THE U.S. MAIL - DMM 703.8.0

**TO:**

Chautauqua County Board of Elections

Gerace Office Building

3 North Erie Street

Mayville, PA 06757-1007

**Citizen's  
Name and  
Current  
Mailing  
Address**

**Local Election  
Official's  
Mailing Address**





# FWAB Completion



Standard Form 186 (Revised 2005) (Reverse Side) (Use reverse side for additional space)

**OFFICIAL FEDERAL WRITE-IN ABSENTEE BALLOT**

**SECURITY ENVELOPE**

(ONLY PUT VOTED BALLOT INSIDE THIS ENVELOPE)

Standard Form 186

1

2

IG: Knowingly presenting false information in this application could result in criminal sanctions.

Standard Form 186

**VOTER'S DECLARATION/AFFIRMATION - FEDERAL WRITE-IN ABSENTEE BALLOT (FWAB)**

1. I AM (Mark only one):

**FROM:**  
(Voter name and current complete military or overseas mailing address)

James Larry Jones  
1 Champ de Mars  
75007 Paris  
France

**MAILING ENVELOPE**  
International airmail postage is required if not mailed in the U.S. Postal System or APO/FPO System, or Diplomatic Pouch.

U.S. Postage Paid  
39 USC 3406

PAR AVION

**OFFICIAL ELECTION MAIL**

**OFFICIAL ABSENTEE BALLOTING MATERIAL - FIRST CLASS MAIL**

NO POSTAGE NECESSARY IN THE U.S. MAIL - DMM 703.8.0

**TO:**  
Chautauqua County Board of Elections  
Gerace Office Building  
3 North Erie Street  
Mayville, PA 06757-1007

**Insert sealed Security Envelope containing (1) Write-In Ballot and (2) the Voter's Declaration/Affirmation into Mailing Envelope**



# **Voter Responsibilities**

## **Registering**

- **States run elections**
- **Register to Vote using the FPCA**
- **Update current address**
- **Complete the FPCA according to state procedures (VAG)**
- **Write legibly**
- **Sign and Date the Form**
- **Send FPCA to local election office**



# **Voter Responsibilities**

## **Voting**

- **What's my registration status**
  - **Several states allow you to check registration online**
  - **Select “State Election Sites” from FVAP website and follow links to state or local election official**
  - **Email local election official**



# Voter Responsibilities

## Voting

- Check status of ballot request
- If there are problems - go to VAO or contact FVAP
- Promptly vote and return the ballot
- If the ballot has not been received, vote and send in the FWAB
- Follow state instructions accompanying ballot



# **Political Activity and the Federal Employee**

- **U.S. Office of Special Counsel**
- **The Hatch Act, Title 5 U.S.C. Sec. 7321**
- **<http://www.osc.gov.hatchact.htm>**
- **Contact: 1-800-85-HATCH**
- **E-mail: [hatchact@osc.gov](mailto:hatchact@osc.gov)**



# Voting Assistance Officers Make a Difference

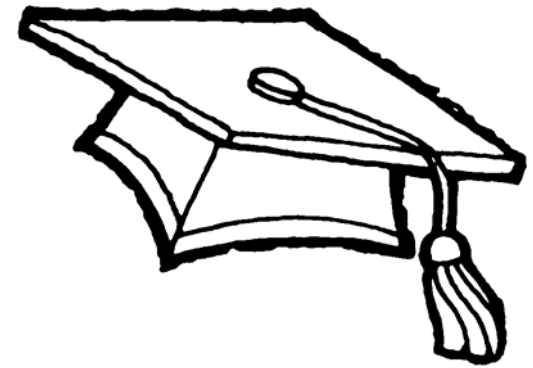
- ☒ Assist with Registration
- ☒ Encourage Voting
- ☒ Circulate Forms, Materials  
and Information
- ☒ Visit [www.fvap.gov](http://www.fvap.gov) often

**Remember to Notify  
Local Election Officials of All  
Address Changes!**

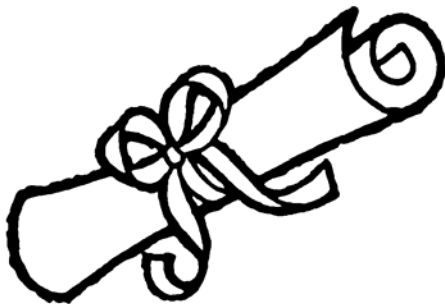




# **Voting Assistance Officers Make a Difference**



**Thank You for your Attention and  
Congratulations!**





# **Federal Voting Assistance Program Voting Assistance Officer Workshop**

